COURSE DATA

Data Subject	
Code	35146
Name	Final project
Cycle	Grade
ECTS Credits	6.0
Academic year	2021 - 2022

Study (s)

Degree	Center	Acad. year	Period
1317 - Degree in Tourism	Faculty of Economics	4	Second term

Subject-matter

Degree	Subject-matter	Character
1317 - Degree in Tourism	33 - Degree Final project in Tourism	End Labour Studies

Coordination

Name	Department
ARNANDIS I AGRAMUNT, RUBEN	195 - Geography
COSCOLLA GIRONA, MARIA PAZ	10 - Economic Analysis

SUMMARY

The Final Degree Project (FDP) is within the module of Professional Placements under the topic of External Placements. Both subjects are academically linked. This is the last project that the student must complete before graduating from the Tourism Degree programme.

The FDP is the last assignment leading to the student being awarded the Degree qualification and should demonstrate the student´s ability to bring together theoretical knowledge, acquired during the Tourism Degree, and practical experience acquired from the External Placements. In summary, the student will need to demonstrate that he/she has acquired the necessary skills and knowledge to undertake the challenge of being an expert in the field of Tourism.

Objectives of the Final Degree Project:

It is an **academic project** on a topic, problem or case study in the field of tourism. The work may deal with a topic or problem raised throughout the degree in Tourism or it may be related to the external internship (department, company or organization, sector, destination, etc., where the internship has been carried out), whenever possible. This project is developed autonomously by the student under the guidance of an academic tutor (a teacher). In the making of this project, the student must reflect a deep understanding of the topic/problem, demonstrate their capacity for analysis and reflection, apply the knowledge learnt in the subjects taken in the degree and show that they have acquired the outcomes of the degree. To this end, they must know how to search for, evaluate and treat relevant and reliable information (bibliography, data, etc.) on the subject, they must know how to give it an appropriate and coherent format, structure and style that communicates clearly and precisely, they must know how to avoid plagiarism by properly citing and referencing the bibliography used and, finally, to use a methodology in accordance with the objectives set out in the project.

We recommend visiting the section 'Final Degree Project' on the Facultat d'Economia website on the following link:

http://go.uv.es/S6YzlaI

PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

1317 - Degree in Tourism :

R5-OBLIGATION TO PURSUE THE COURSE SIMULTANEOUSLY

35145 - External internships

Other requirements

To complete the FINAL DEGREE PROJECT the student must have successfully gained 90% of the credits of the first three years of study and have been enrolled in all of the fourth year subjects.

For the FINAL DEGREE PROJECT to be assessed the student must have successfully gained 90% of the degrees credits (216 credits).

OUTCOMES

1317 - Degree in Tourism

- Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.

- Be able to apply knowledge to work in a professional manner and have competences for preparing and defending arguments and for solving problems within the field of study.
- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.
- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Students must have developed the learning skills needed to undertake further study with a high degree of autonomy.

- Understand the principles of tourism: its spatial, social, cultural, political, labour and economic dimensions.
- Analyse the economic dimension of tourism.
- Understand the dynamic and evolving nature of tourism and of the new leisure society.
- Know the main political and administrative structures of tourism
- Turn an empirical problem into an object of study and draw conclusions.
- Have a strong customer service orientation.
- Recognise the main tourist agents.
- Evaluate tourist potentials and make the prospective analysis of their exploitation.
- Analyse, synthesise and critically summarise the economic situation and assets of tourist organisations.
- Manage financial resources.
- Define commercial objectives, strategies and policies.
- Lead and manage the different types of tourism entities.
- Have communication skills.
- Understand the legal framework regulating tourism activities.
- Work in English as a foreign language.
- Communicate orally and in writing in a second foreign language.
- Communicate orally and in writing in a third foreign language.
- Identify and manage tourist areas and destinations.
- Manage the tourist territory according to the principles of sustainability.
- Know the operating procedures in the area of accommodation.
- Know the operating procedures in the area of catering.
- Know the operating procedures in the area of intermediation companies.
- Analyse the impact of tourism.

- Use and analyse information and communication technology (ICT) in the different areas of the tourism sector.
- Understand a public plan and the opportunities that it affords for the private sector.
- Plan and manage the human resources of tourism organisations.
- Understand the functioning of destinations, tourism structures and their business sectors on a global scale.
- Know the objectives, strategy and public instruments of planning
- Work in different socio-cultural environments.
- Know the main initiatives to enhance cultural heritage.
- Understand the characteristics of cultural heritage management.
- Show creativity.
- Have initiative and entrepreneurial spirit.
- Demonstrate motivation for quality.

LEARNING OUTCOMES

- Understand the principles of tourism: its scope and social, cultural, judicial, political, occupational and economic capacity.

- Understand the dynamic nature of tourism and the new society of leisure.

- Knowledge of the existence and contents of the main regulations related to activities.

- Knowledge of the current tourist markets, sectors and agencies.

- Knowledge of the relevant government agencies within the tourism sector.

- Knowledge of other political-administrative structures that operate within the tourism sector.

- Understand the particularities of the tourism industry, the different types of clients and their needs.

- Anticipate the client´s expectations, knowing how to manage interpersonal relations based on an understanding of different communication styles and techniques.

- Knowledge of the necessary tools for evaluating the typical investment and financial operations within the tourism sector and make decisions based on finance and investment.

- Understand the functional areas and recognise the systemic nature of businesses.

- Interpret the influence of the location on tourist organisations.

- Interpret and analyse in-house situations of organisations.

- Understand the terminology and basic components of operational management.

- Understand the processes and techniques of communication.

- Oral and written communication in English in a sociocultural and professional setting, relevant to the tourism sector.

- Oral and written communication in a second foreign language in a sociocultural and professional setting, relevant to the tourism sector.

- Oral and written communication in a third foreign language in a sociocultural and professional setting, relevant to the tourism sector.

- Evaluate the tourism potential of an area.

- Create tourism policy strategies.

- Understand sustainable development.

- Develop a proactive attitude towards cultural diversity and the conservation of natural, cultural and artistic heritage of an area.

- Understand the environmental risks that can be found in tourist areas and the methods and strategies that can help prevent or minimise them.

-Understand the importance of the ICTs in the different fields of tourism.

- Knowledge of how CRS-GDS functions.

- Knowledge of the key elements of human resource management in tourism organisations.

- Work within different sociocultural environments, being sensitive to cultural diversity.

- Knowledge of the most prominent elements of artistic heritage within a particular area.

DESCRIPTION OF CONTENTS

1. STRUCTURE AND TYPOLOGY OF THE FDP

The FDP is composed of three parts: the project, a personal evaluation made by the student of the Tourism degree programme and a Curriculum Vitae (CV).

1- The project is in the form of a report, the contents of which can be related to:
- analysis of the sector/activity/location in which the placement has taken place.
- analysis of the organisation/department in which the placement has taken place.
- proposals-programmes-strategies for the sector activity/location in which the placement has taken place.
- proposals-programmes-strategies for the organisation/department in which the placement has taken place.

The main focus should be on a correct description of the business or sector and of the specific problem that has been identified. The student will therefore need to refer to the academic literature that is related to that particular field, the type of business or the problem identified (theoretical framework).

2- Personal evaluation of the degree (maximum 400 words):
The student should make an assessment of the degree: the personal relevance of the teaching on the course, any areas for improvement and the positive aspects. This assessment should be made in a constructive manner, using a language that is appropriate and respectful.

3- Curriculum Vitae
A brief CV which specifies the average score of the credits gained, the level of accredited languages which have been obtained and any relevant foreign academic exchanges and professional experience gained.

2. THE SCOPE AND PRESENTATION FORMAT FOR THE FDP

The scope and format of the FDP will be decided by each lecturer/tutor. However, for the project, use of the following template is recommended:

1. FRONT COVER:
Download the FDP front cover in English from here:
http://www.uv.es/econdocs/Trabajo_fin_grado/portadas/FdE_PortadaTFG_TUR_eng.docx

We recommend also using the Facultat d'Economias FDP guide, available on this link:
http://go.uv.es/S6YzlaI

3.

4.

WORKLOAD

ACTIVITY	Hours	% To be attended
Graduation project		100
Development of a final project	150,00	0
TOTAL	150,00	

TEACHING METHODOLOGY

Allocation of tutor and department

The FDP committee will be in charge of guaranteeing that all students enrolled are assigned a department in which they can carry out their FDP, a tutor from that same department and a subsequent assessment. The tutor allocated will also be responsible for the External Work Placements.

The FDP committee will publish a list of the students, in order of averaged academic marks, along with a list of departments with available places for carrying out a project. The students, in the same order as the list, will then choose a place within a department.

Once students have been allocated to the different departments, each department will assign a tutor to their student/s. This decision will be announced on the Facultat d'Economia website http://go.uv.es/S6YzlaI

Once this decision has been made, the tutor will organise a meeting with their assigned student where they will agree on a work plan and the specific topic to be researched, taking into account the External Work Placement programmes.

Role of the tutor

The tutors exercise their role in the External Work Placement and in the FDP. For the FDP, they are responsible for explaining the details of the project to the students, guiding the project´s development, ensuring the student meets the objectives set out in the academic guide and that he/she completes an assessment. The assessment must be carried out in the form of a written report, using the template provided by the FDP Committee.

The tutor should encourage the student to develop an outline/content/index of the project and a plan or timeline of its different development stages. The tutor will have the final say as to whether the student can begin the proposed project.

Throughout this process students will be offered an adequate number of tutoring sessions. These tutoring sessions can be held in groups, with various students, or one-to-one. The objective of these tutoring sessions is to provide the student with general guidance on content, structure, objectives and FDP assessment methods, to follow progress regularly and to resolve queries and issues.

Student activities

The student must choose a specific topic of interest within their assigned area of their FDP. **THE TOPIC OF THE FDP CANNOT BE ANYTHING THAT IS NOT RELATED TO TOURISM.** They will need to present their outline/content/index of the project and a plan or timeline of the different development stages. Only once the tutor has agreed to the project will the student be able to commence.

The student must attend the tutor sessions set by their project tutor and follow the instructions of their tutor throughout the FDP. They must make various submissions to the tutor of their work as it progresses. If these steps are followed (to timescales and with satisfactory content) this will attract 20% of their final FDP grade.

The student must attend the tutor sessions set by their project tutor. In the event that the student is on an exchange programme, the tutor and the student will need to agree a calendar schedule and the most appropriate method for keeping in contact.

The student must follow the tutor's instructions whilst completing their FDP. To get the tutors approval and to be assessed, the student must attend a minimum of 3 tutor sessions on the planning, development and drafting of the FDP and must have handed in 70% of the written text at least 4 weeks before the FDP submission deadline. Additionally, at least one week prior to the official FDP submission deadline, the student will need to submit their final draft to their tutor, either in person or by email. Once the tutor has approved it, the student will then be able to hand in their finalised FDP through the submission system available on the online portal of the Universitat de València (entreu.uv.es).

Development of the work: The student will carry out the project under the guidance and help of their tutor. Some aspects of this work are: the gathering and sorting of resources and information; bibliographic consultations and database; fieldwork (carrying out surveys or in depth interviews, etc.); the drafting and editing of their written work. The FDP must be original and developed to lengths that demonstrate the professional capacity of a future graduate.

EVALUATION

Submission/Presentation of the Final Degree Project (FDP)

To be able to present the FDP for evaluation, the student must first have the tutor's approval, the student having submitted previous drafts of their FDP and having gained 90% of the degree's credits (216 credits).

The student has the right to two evaluations per academic year. Those students that enrol for the first time on the FDP opt for the second term. However, for second or successive subjects, students will have the option to bring their FDP and evaluation deadline forward to the first term.

Early Evaluation: Those students that, in order to finish their degree studies, still need to successfully complete a maximum of two subjects, along with the FDP and the external work placements, will be able to sign up to the earlier evaluation if they have already been enrolled previously. For more information see the FDP guide for the Facultat d'Economia here http://go.uv.es/S6YzlaI

The dates of the Submission and public presentation of the Final Degree Project of the Facultat d'Economia are published on the Facultat d'Economia website in the Final Degree Project section:

http://go.uv.es/S6YzlaI

Throughout the submission period, the student must present an electronic copy of their FDP (saved as one SINGLE document in PDF format) to be submitted via the online portal of the UV (entreu.uv.es)

The FDP, submitted electronically via Entreu (entreu.uv.es), is a process that all students must follow to hand in their FDP and, once submitted, they will receive a confirmation of receipt.

Assessing the Final Degree Project (FDP)

The FDP submitted via ENTREU does not guarantee the assessment of the work. For the FDP to be assessed, the student must have gained a minimum of 216 credits. The general office of the Facultat d'Economia will verify whether the required credits have been achieved.

Until this has been verified the FDP cannot be assessed. If, finally, the requirements are not met, the FDP will be marked as not submitted and this will be noted by the tutor alongside the subject taken.

Once the FDP has been accepted, the tutor will then assess it within 15 days. The decisions made during the assessment (without public advocacy) will be specified in a report or assessment form (including the numerical mark) and each tutor will add it to the Assessment Record. The highest classification that a tutor can give a student's FDP is an Outstanding.

Request for tribunal review. A tribunal review can only be requested when the student has received a grade from their tutor that is above 9 and the tutor considers the FDP worthy of a distinction. The student must then make a request to the FDP committee for a public presentation of the FDP in front of a Review Tribunal of the FDP, and present a report from the tutor in support of this petition.

The tutor's report is a written report which lists the reasons why they believe the project warrants a review.

The FDP committee will then decide, within the examination period, the court dates, the relation and order of the projects to be presented, the location and other relevant aspects. However, the tribunal will be able to deny a student´s option to a verbal defence if they consider the project does not reach the minimum standards required.

The Review Tribunal of the FDP will be comprised of three lecturers/tutors from the FDP of that degree.

The student must present the FDP publically (using visuals such as slides, posters, etc.) following the FDP Review Tribunal's guidelines.

After the assessment, the Tribunal will fill in a report to be presented to the General Office of the Facultat d'Economia where, if the outcome is successful, the official records will be updated.

More information can be found on the Facultat d'Economia website in the section under Final Degree Project here http://go.uv.es/S6YzlaI

Plagiarism. All facts and ideas taken from another author must be referenced. The opposite of this is plagiarism, and will mean an immediate fail of the FDP subject as reflected in Article 15 of the assessment and grading regulation of the Universitat de València for both undergraduate and postgraduate degrees: "In the event of identifying plagiarism during the assessment of a students work, the grade will be given as zero, regardless of the disciplinary action that will follow and the appropriate penalty in accordance with current legislation". Further information related to this can be found at the library of Social Sciences "Grehori Maian" by following this link:
https://www.uv.es/cibisoc/privado/avanzado/42_el_plagio.html

REFERENCES

Basic

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- Ferrer, V., Carmona, M., & Soria, V. (2012). El Trabajo de Fin de Grado. Guía para estudiantes, docentes y agentes colaboradores. Madrid: McGrawHill-Interamericana de España.
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- Rodríguez, M.L. & Llanes, J. (coords.) (2013). Cómo elaborar, tutorizar y evaluar un Trabajo de Fin de Máster. Agència per a la Qualitat del Sistema Universitari de Catalunya. Consultado el 24 julio 2013 desde
  Versión en castellano: http://www.aqu.cat/doc/doc_18533565_1.pdf
  Versió en català: http://www.aqu.cat/doc/doc_26365669_1.pdf
- Suñé M.P. (2012). Trabajo Fin de Grado Guía para profesores y estudiantes. CESAG. Consultado el 7 septiembre 2021 desde https://archivo.cesag.org/wp-content/uploads/2014/09/tfg_guia_prof_est.pdf
- Alonso, M. (2019). Guía para la elaboración del trabajo de final de grado. Biblioteca de la Universidad de Sevilla el 8 septiembre 2021 desde
  https://bib.us.es/derechoytrabajo/sites/bib3.us.es.derechoytrabajo/files/guia_para_elaborar_un_trabajo_final_de_

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Additional

- Cómo buscar información, citar y presentar la Bibliografía/ Com buscar informació, citar i presentar la Bibliografia:

  - Biblioteca UAH (2017). Citar y elaborar bibliografía: Estilo APA. Consultado el 8 septiembre 2021 desde https://uah-es.libguides.com/citar_elaborar_bibliografia/apa
- IVAP - Euskadi.eus (sin fecha). Cómo citar recursos electrónicos. Consultado 8 septiembre 2021 desde

  https://www.ivap.euskadi.eus/contenidos/blog_post/aipamenbibliografikoak/es_def/adjuntos/C%C3%B3mo%20c
  Nota: Si al pinchar en el enlace da error, copiar y pegar enlace URL en el navegador
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- García Grande, M.J.; García Tabuenca, A. y Gonzalo Angulo, J.A. (2017): Trabajo de Fin de Grado TFG. GUÍA BÁSICA-Parte I. Universidad de Alcalá. Consultado el 8 septiembre 2021 en https://economicasempresarialesyturismo.uah.es/estudiantes/documentos/TFG-curso-metodologico-I.pdf
- García Grande, M.J.; García Tabuenca, A. y Gonzalo Angulo, J.A. (2017): Trabajo de Fin de Grado TFG. GUÍA BÁSICA-Parte II. Universidad de Alcalá. Consultado el 8 septiembre 2021 en https://economicasempresarialesyturismo.uah.es/estudiantes/documentos/TFG-curso-metodologico-II.pdf

ADDENDUM COVID-19

This addendum will only be activated if the health situation requires so and with the prior agreement of the Governing Council

English version is not available