

**COURSE DATA****Data Subject**

Code	35871
Name	External internships
Cycle	Grade
ECTS Credits	20.0
Academic year	2021 - 2022

Study (s)

Degree	Center	Acad. year	Period
1313 - Degree in Business Management and Administration	Faculty of Economics	4	Second term
1330 - Degree in Business Management and Administration (Ontinyent)	Faculty of Economics	4	Annual

Subject-matter

Degree	Subject-matter	Character
1313 - Degree in Business Management and Administration	41 - External internships	External Practice
1330 - Degree in Business Management and Administration (Ontinyent)	41 - External internships	External Practice

Coordination

Name	Department
RICO BELDA, PAZ	10 - Economic Analysis

SUMMARY

External Internships are placement activities carried out by students in companies or institutions and entities.

The aim of External Internships is for students to acquire, through a period of integration in a company, technical skills (know-how), interpersonal skills (knowing how to act) and thinking processes (knowing how to be) which will enable them to face the world of work, guaranteeing a greater degree of success.



The specific training activities to be developed in EXTERNAL INTERNSHIPS depend on the profile of the placement offered. Therefore, the acquisition of competences during the internship will closely reflect the profile of the placement.

PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

1330 - Degree in Business Management and Administration (Ontinyent) :

1313 - Degree in Business Management and Administration :

R5-OBLIGATION TO PURSUE THE COURSE SIMULTANEOUSLY

35872 - Final degree project in ADE

35872 - Final degree project in ADE

Other requirements

Relación con otras asignaturas de la misma titulación

No se han especificado restricciones de matrícula con otras asignaturas del plan de estudios.

Otros tipos de requisitos

Ver Requisitos en la Guía del estudiante de las Prácticas Externas de la Facultat d'Economia:

https://www.uv.es/econdocs/Practicas/guia/Guia_practicas_cs

COMPETENCES (RD 1393/2007) // LEARNING OUTCOMES (RD 822/2021)

LEARNING OUTCOMES (RD 1393/2007) // NO CONTENT (RD 822/2021)

- Understand the general operating system of the different functional areas and their importance within the company/institution.
- Learn in a practical and active way the operation of each department and its interrelations.
- Acquire skills and knowledge of each of the essential tasks that are developed in the departments.
- Analyse the organizational model of the company and the processes related to it.
- Be able to integrate into existing working teams.
- Apply the knowledge acquired throughout the degree programme.



- Learn to respect the hierarchical structure.
- Learn to show initiative and know how to communicate ideas clearly.
- Assume the principles that govern work: respect, punctuality and order

DESCRIPTION OF CONTENTS

1. The following parameters should be sought when offering external internships:

Incorporation of the student into the environment of the company, entity, organization and/or tourist institution. The teaching methodology should always be active and participatory, being complemented, where appropriate, by specific theoretical-practical training provided by the University, the company and/or host institution.

Experience of professional practices with the objective of comparing the theoretical knowledge acquired during the degree with the practical knowledge gained in the company/organization/institution.

The completion of tasks that test the critical and reflective capacity of the student and put into practice their ability to analyse and synthesize the areas studied.

WORKLOAD

ACTIVITY	Hours	% To be attended
Internship		100
Internship	500,00	0
TOTAL	500,00	

TEACHING METHODOLOGY

- Placement in companies, entities, organizations and/or tourism institutions, developing varied tasks depending on the profile of the position held, and complemented where appropriate with theoretical-practical training being put into practice.
- Attendance at supervisory meetings with the company tutor
- Attendance at supervisory meetings with the academic tutor

EVALUATION

See Evaluation of Placements in the Faculty of Economics' Student Guide to External Internships:



https://www.uv.es/econdocs/Practicas/guia/Guia_practicas_en

ADDENDUM COVID-19

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

Adapting Curriculum Practices to the Covid-19 Pandemic

Following the recommendations of the Vicerectorat d'Ocupació i Programes Formatius it is established:

1. The development of the practices will be adapted, with the maximum possible flexibility, to such an extraordinary situation as the present one.
2. The internships will be carried out in person, provided that there are no new instructions from the competent authorities. Practices may also be carried out in distance or blended learning modes.
3. The assessment of the work placement shall be in accordance with that established in this guide, without prejudice to the need to adapt it to the situation existing at the time of carrying it out. In this way, attendance at the Employment and Entrepreneurship Forum will be evaluated if students are able to attend, and if not, it will be replaced, in its entirety, by the evaluation of the UVempleo course "Three steps towards your professional insertion".