

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

Code	36130
Name	Final project
Cycle	Grade
ECTS Credits	12.0
Academic year	2021 - 2022

Study (s)

Degree	Center	Acad. year	Period
1316 - Grado en Economía	Faculty of Economics	4	First term

Subject-matter

Degree	Subject-matter	Character
1316 - Grado en Economía	17 - Degree Final project	End Labour Studies

Coordination

Name	Department
BOIX DOMENECH, RAFAEL B.	132 - Economic Structure
COSCOLLA GIRONA, MARIA PAZ	10 - Economic Analysis
ESCRICHE BERTOLIN, MARIA LUISA	10 - Economic Analysis

SUMMARY

In the degree in Economics the final degree work (TFG) is evaluated independently. This is the last job that the student must complete to obtain the Degree in Economics.

The TFG will allow the student to obtain the degree so that he or she must relate both the theoretical and practical knowledge acquired in the Degree in Economics. In short, it is about demonstrating that the student has acquired the necessary and sufficient skills and abilities to face the challenge of being a professional expert in Economics.

PREVIOUS KNOWLEDGE**Relationship to other subjects of the same degree**

There are no specified enrollment restrictions with other subjects of the curriculum.



Other requirements

In order to enroll in the TFG, the student must meet some requirements that can be consult at <http://go.uv.es/S6Yzla>

The credits that the student must have passed in order to be evaluated for the TFG They can also be consulted at <http://go.uv.es/S6Yzla>

OUTCOMES

1316 - Grado en Economía

- Show critical thinking skills.
- Show ethical commitment and social responsibility at work, respect the environment and human rights and promote equality between men and women and the culture of peace.
- Be able to collect and analyse information.
- Have oral and written communication skills in the native language.
- Have decision-making skills and be able to apply knowledge to practice.
- Be able to work in a team (including interdisciplinary teams).
- Be able to learn autonomously.
- Be able to use ICTs.
- Be able to use English in a professional environment.
- Apply the principles of economic analysis (rational decision) to the diagnosis and resolution of problems.
- Understand and apply the scientific method, which involves formulating hypotheses, deducing verifiable results and contrasting them with empirical and experimental evidence.
- Be able to prepare and defend an economic report.
- Be able to design and manage economic projects.

Experience the difficulties of practical work, facing the real limitations of the research and technical process and the elaboration of results.

Ability to plan, elaborate and expose a project.

Ability to locate the necessary information for the elaboration of a project, analyze it with an adequate analytical scheme and formulate answers to the proposed problem.

Likewise, the achievement of a set of specific learning outcomes determined by the scope of TFG analysis is expected.



DESCRIPTION OF CONTENTS

1. General issues

The TFG will follow one of two options:

1. Short research work within a group of the Faculty or external in another institution. This work can be a degree thesis or a review of the literature determining the state of the art of the chosen question.
2. Work linked to External Practices. The tutor of these practices will be the tutor of the TFG.

In either case, the TFG will be composed of three parts:

- 1.- The project
- 2.- Personal assessment of the student of the Degree (highlighting both positive and improvable aspects)
- 3.- Curriculum Vitae (specifying the average grade of credits passed, the level of accredited languages, academic stays abroad and professional experience).

The use of the following style is recommended: typing with a line spacing of 1.5 and Arial font 11, upper and lower margins of 2.5 cm, left and right of 3 cm. Recommended length: between 30 and 50 pages (7500-12500 words).

Home: You can download it at <http://www.uv.es/uvweb/economia/es/estudios-grado/job-fin-grado/work-fin-grado-1286012475274.html>

First page:

- (a) Title page. The title of the TFG, including the name of the student, degree, group and email. Name of the tutor of the TFG, department to which he is assigned and email.
- (b) Summary. The summary of the case study (from 50 to 100 words, including the key words) must state concisely the objective of the work and any relevant result of the same or some pertinent conclusion.
- (c) Keywords. Between 4 and 6 keywords will be proposed on the main topic.

2. The project (I)

The first page of the text consists of an index or table of contents. The text is divided into several parts according to the type of work (for example: introduction, object of study, background, methodological design, analysis of results, conclusions, bibliography and annexes). Each party will have its appropriate title, which may have subdivisions duly subtitled.

3. The project (II)

Tables and Graphs: Tables and graphs distributed throughout the document should be arranged in Arabic numerals, followed by very short descriptive titles. The data in the tables should be presented in columns and omitting non-significant decimals. At the foot of the tables, graphs and maps, the source of the information will be recorded. In the text, all illustrations, graphics and maps will be called "Graphics" and numbered. The size of the tables and graphics should not be greater than one page. The final layout must take special care that tables, tables and graphics are not cut into two different pages.

Abbreviations and Acronyms: They must be well spelled and well defined when used for the first time in the text.

Bibliography: The pertinent and necessary bibliography will be used for a correct work, this bibliography will be contributed as much by initiative of the / the student as by the proposal of the professor / tutor. In the text, all bibliographical references should be cited in parentheses with the name of the author and the year of publication.

4. Collaboration and confidentiality



As set out in the regulations of the University of Valencia (article 4, points 4 and 5), the TFG can be carried out in collaboration with other institutions, organizations or companies different from the University of Valencia, with which there is an agreement. In this case, it is necessary to specify, beforehand, if there were restrictions that, for reasons of confidentiality, could prevent the publication of some results of the work carried out.

5. Intellectual property owner and responsibility

Once finalized, the TFG is the property of the student, who assumes the authorship of the work carried out and is solely responsible for the opinions and value judgments that may appear from the reading of the work

WORKLOAD

ACTIVITY	Hours	% To be attended
Graduation project		100
Development of a final project	300,00	0
TOTAL	300,00	

TEACHING METHODOLOGY

Tasks of the tutor

The tutors exercise this function in the TFG and in the External Practices when both are linked. As regards the TFG, they are responsible for explaining the students' characteristics, guiding their preparation, ensuring compliance with the objectives set out in the academic guide and proceeding with their evaluation.

The tutor must guide the student in the realization of an outline / script / index of the work and a planning or chronogram of the different phases of its development. Will give the agreement to start the process of preparing the work.

Throughout the process, a sufficient number of tutorials will be held with the students, with a minimum of three, so that the first will be done prior to the start of the practices and / or TFG. These tutorials can be done collectively with several students or individually. The purpose of these is to provide the student with general information about the contents, structure, objectives and method of evaluation of a TFG, to monitor and resolve doubts and problems.

Activities of the student

The student must choose a thematic area of interest for the realization of TFG, related to the practices carried out, whenever possible. The student must present to the tutor with an outline / script / index of the work to be done and a schedule of the different stages of its development. After the consent of the tutor, the process of preparation of the work begins.



The student must go to the tutorials established by the tutor of the work. In cases in which the student is making a Practices' stay, the tutor and the student will agree on the timetable and the form of the tutorial relationship at a distance. The student must follow the instructions of the tutor in the preparation of the TFG. To obtain the approval of the tutor and to be evaluated of the TFG, it is essential to have attended at least three tutorials on the planning, preparation and writing of the TFG and have delivered 70% of the text four weeks before the deadline for depositing the TFG in each call. In addition, at least one week before the official deadline for depositing the TFG, the student will personally deliver or mail a complete draft of his TFG to his/her tutor. After the consent of the tutor, the student must deposit the TFG in the application provided for this purpose in the Electronic Office of the University of Valencia (entreu.uv.es). At the beginning of the semester and not before, it is the student's obligation to contact their tutor, if this has not been done previously.

EVALUATION

1. DEPOSIT / PRESENTATION

To check the TFG deposit dates see: <http://go.uv.es/S6Yz1a1>

The student has the right to two calls. In order to present the TFG for evaluation, the student must have the consent of the Tutor.

In case of disagreement of the student with the evaluation, the student may address in a reasoned manner to the TFG Commission that will resolve definitively on the conflict.

The student will present a paper copy to their Tutor and a copy in electronic format (Pdf) that will be deposited through the UV's Electronic Office (entreu.uv.es).

The deposit is made once the end of Degree work is finished, when the student already has his final project. This process must be done by ALL students who present their TFG.

The process starts from the Electronic Headquarters of the University (entreu.uv.es), at the request of the student, and has the following characteristics:

1. The student will identify himself with the user and password of the Universitat de València.
2. It is a prerequisite that the student is enrolled in the subject corresponding to the TFG.
3. The student will indicate in the application the information of the Tutor.
4. The student will attach to their application a document with the complete project of the TFG. The maximum file size is limited, although it is large enough (100MB). This document is mandatory, since it is a requirement for its evaluation, or in its case, its presentation, and the application will not be effective without this document.



5. Once the application is completed, the student receives a document justifying the deposit.

Advanced call

Those students who, in order to finish their undergraduate studies, have to pass a maximum of two courses, in addition to the TFG and the PE, will be able to apply for the advanced call in the event that they have already been previously enrolled. As for the TFG, if the TFG project has already been done previously and could not be deposited, the student will maintain the Tutor, provided that the Tutor signs the corresponding authorization in which he explicitly states his agreement. This authorization can be downloaded on the TFG website and must be submitted before September 20, along with the request for the advanced call. In this case, the term of deposit of the TFG will be until the last school day of the month of October. In the case in which the Tutor is not active during this academic year, the department will assign another Tutor, who will be responsible for its evaluation. In the case of no presentation or failure to pass the TFG, the student will only have another call in the same academic year, which will be the next ordinary call for evaluation, set in each degree. If the TFG project has not been carried out in the previous academic year and/or the Tutor does not expressly authorize the request for advanced convocation, the student will be assigned again among the departments, following the usual procedure. The deadline for submitting the TFG will be the same as the first-half TFGs.

2. EVALUATION

The deposit of the TFG through the ENTREU does not guarantee the evaluation of the TFG. In order for the TFG to be evaluated, the student must have passed the necessary credits. The Secretary of the Faculty of Economics will check whether this requirement is met or not with respect to the credits passed. Until this circumstance is fulfilled, the TFG cannot be evaluated. If, finally, the requirements are not met, the TFG will be considered not presented and so will be recorded by the Tutor.

The requirements, regarding the credits that must have been exceeded so that the TFG can be evaluated, can be consulted at: <http://go.uv.es/S6Yz1a1>.

After depositing the TFG in the virtual classroom, the tutor will proceed to evaluate it once he / she receives an email from the secretariat in which he / she is explicitly authorized to qualify in the minutes. It is recommended that this evaluation be specified in the preparation of a report or evaluation sheet, which gives rise to the numerical grade that each teacher / tutor will transfer to the Official Record. The maximum grade that the tutor can give to the TFG will be outstanding.

ASSESSMENT

The assessment of the Tutor will be based on two aspects: 90% of the final grade will correspond to the evaluation of the Project according to the criteria specified below, and 10% will correspond to the assessment of the completion of the Informational Competences course. Students must send their academic Tutor at least the unified activity template of the course.



The evaluation criteria of the Project are the following:

BLOCK 1. PLANNING AND EXECUTION. Weight 20% Timeline, Content, Planning

- The minimum delivery times stipulated in the teaching guide have been met
- The planning of the schedule agreed with the Tutor of the TFG has been followed
- The contents delivered for each of the deadlines are in accordance with the stipulated and agreed with the Tutor or stipulated in the TFG teaching guide.

BLOCK 2. FORMAL ASPECTS. Weight 20% Structure, Formats, Interest

- The aspects of format in the writing and composition of the work have been correctly used (cover, type and size of the print, index, margins, numbering of pages and sections, extension of the work, titles and sources of tables, graphs and figures).
- The bibliographic references reviewed have been correctly expressed and cited.
- The general appearance and presentation of the work gives an elaborated project image.
- The project has a formal work structure (Introduction and justification, objective, review of the literature, hypothesis, methodology, conclusions, bibliography).

BLOCK 3. ACQUIRED COMPETENCES. Weight 30%

- The student demonstrates his / her capacity to identify, search, analyse, use and interpret the sources of information necessary to carry out the TFG.
- The student demonstrates having an initiative, being an entrepreneur, creative in the design in the preparation and realization of the project. (Proposal of the theme, development, use of ICT, etc.).
- The work has a clear and logical wording with an adequate vocabulary that shows the ability of the editor to communicate.
- In the TFG, the application of the knowledge acquired in the subjects studied in the degree is glimpsed and an interdisciplinary knowledge is shown.

BLOCK 4. INDICATIONS. Weight 30%. Quality, Style, Methodology

- The content reflects the degree of depth, rigor and critical capacity with which the topic under study has been addressed.
- The methodology implemented is in accordance with the objectives set.
- The work communicates and has a clear and effective speech.
- The reading of the TFG reflects that the project, as a whole, has all the necessary elements to be a quality product.

IMPORTANT



All data or ideas taken from another author must be referenced. The opposite is plagiarism, which will be a radical condition to obtain a grade as a grade in the subject of TFG, as reflected in article 15 of the evaluation and qualification regulation of the University of Valencia for undergraduate and master's degrees: "In the case of plagiarism in a student evaluation work, will be scored with the numerical grade of zero, without prejudice to the disciplinary procedure that could be initiated and, if applicable, the sanction that was appropriate in accordance with current legislation. "In this regard, in the following link you can consult the information offered by the Library of Social Sciences "Gregori Maians" :https://www.uv.es/cibisoc/privadovanzado/42_el_plagio.html

3.- APPLICATION FOR EVALUATION COMMITTEE

In order to qualify for a cum laude, the student must apply to the TFG Commission for the public defence of the TFG, before an Evaluation Committee of the TFG. This application must be agreed with your tutor and can be made before the tutor can mark your TFG in the corresponding report.

The student, who chooses the TFG Tribunal and Public Defence of the TFG, in addition to uploading his/her TFG (in PDF) in the Electronic Headquarters of the UV (entreu.uv.es), will send from his/her "alumni" email address to tfgeconomia@uv.es the following documents:

- i. A PDF copy of the deposited version of your work.
- ii. The application form, once completed, available on the TFG webpage of the FdE.
- iii. A report written by the tutor stating the reasons why, in his/her opinion, the work is worthy of such a qualification, available on the FdE TFG webpage.

To do this, students who choose to Committee and Public Defender of the TFG, must submit, in addition to the copy in electronic format at the UV's Electronic Office (entreu.uv.es), three copies in paper format for each of the members of the committee, having to make the deposit of these in the Secretariat of the Faculty. Likewise, they will attach, together with the three copies, the favourable report of the Tutor of the TFG.

The TFG Committee will request the departments that, by lot or criterion that it deems appropriate, those Tutors, titular and substitute teachers, who will constitute the members of the TFG committees, be elected. The committee will determine and announce in advance the date, place and other aspects that it deems relevant.

The student must make a public presentation of the TFG (by presentation with slides, poster, etc.) in the terms decided by the TFG Evaluation Committee. Each Committee is sovereign in the determination of the criteria on the basis of which to decide whether or not to award the Qualification of cum laude. However, the TFG Commission recommends that the duration of the oral presentation, for each of the students, be about 10 minutes and the following criteria be taken into consideration:

Formal aspects:

- The aspects of format in the writing and composition of the work have been correctly used.
- The bibliographical references have been expressed and quoted correctly.



- The project has an adequate structure of academic work.

Content of the project:

- The content of the project reflects a complete understanding of the subject.
- The content of the work reflects a high degree of depth, rigor and critical capacity.
- The methodology implemented is in accordance with the objectives set.
- The Figures and Tables are well presented, they are clear, and they add understanding to the subject.

Exposition:

- Select correctly the contents for the exhibition and demonstrate a complete understanding of the subject.
- The exhibition is well structured and clear and intelligible.
- Use as a support for the exhibition a clear presentation that is attractive to the audience.
- Use Figures and Tables in an appropriate way, to add understanding to the topic.
- Explain each of the slides and do not limit yourself to reading the text.

Defending:

- Answer precisely the questions posed by the members of the Committee,
- Demonstrate knowledge of the subject and critical capacity and argumentation.

Important: When the work is evaluated positively, a copy in electronic format will be incorporated into the institutional repository. For this reason, students who do not want the personal assessment of the degree and their CV to appear in the institutional repository, should not include these two parts when making the deposit through the UV's Electronic Office (entreu.uv.es). Regardless of whether they are included or not, the student will have to deliver these two parts to their Tutor and will also include them in the copies for each of the members of the committee, if applicable.

REFERENCES

Basic

- RAYMOND QUIVY; LUC VAN CAMPENHOUDT (2013): Manual de Recerca en Ciències Socials. Herder Editorial.

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

