



Universitat de Lleida

DEGREE CURRICULUM **PRACTICUM**

Coordination: SABATE CARROVE, MARIA

Academic year 2023-24

Subject's general information

Subject name	PRACTICUM			
Code	101298			
Semester	2nd Q(SEMESTER) CONTINUED EVALUATION			
Typology	Degree	Course	Character	Modality
	Bachelor's Degree in English Studies	4	COMPULSORY	Attendance-based
Course number of credits (ECTS)	6			
Type of activity, credits, and groups	Activity type	PAES		
	Number of credits	6		
	Number of groups	1		
Coordination	SABATE CARROVE, MARIA			
Department	FOREIGN LANGUAGES AND LITERATURES			
Important information on data processing	Consult this link for more information.			
Language	Catalan and/or English			
Distribution of credits	The External Academic Practices are academic activities integrated in the Pla d' Estudis of the degree with a minimum assignment. The duration in hours is defined in the Pla d'Estudis and is 150 hours, which is equivalent to 6 ECTS.			

Teaching staff	E-mail addresses	Credits taught by teacher	Office and hour of attention
BAIGET BONANY, ESTER	ester.baiget@udl.cat	2,2	Send email to tutor to make an appointment
RODRIGUEZ BONET, DIANA	diana.rodriguez@udl.cat	0	Send email to tutor to make an appointment
SABATE CARROVE, MARIA	mariona.sabate@udl.cat	1	Send email to tutor to make an appointment

Subject's extra information

- Information on plagiarism:**

Any assignment with evidence of plagiarism or fraudulent behaviour will be graded zero <0>. This will result in a mark of zero <0> for the subject, as per regulations in *Normativa de l'Avaluació i la Qualificació de la Docència en els Graus i Màsters de la UdL* (3.1.10). In addition, the subject lecturer or professor will inform the student and will issue a report to the head of the department.

- Additional information on Alternative Assessment:**

*In the event that a student is unable to attend the activities scheduled as part of the continuous assessment (due to paid work, second or subsequent enrolment in the subject), he/she may opt for a single test to validate skills and knowledge that will take place on the day and at the time established in the degree assessment calendar for the final test of the ordinary assessment. This test will consist of an exam and an oral presentation. The application for this modality must be made by documentary evidence and once established, it cannot be modified.

*In accordance with article 3.1. of the UdL Assessment Regulations, students may not use, under any circumstances, during the assessment tests, non-permitted means or fraudulent mechanisms related to the test and/or use non-permitted electronic devices, must abandon the exam/test, and will be subject to the consequences set out in these internal regulations of the UdL.

- Information on data protection in the audiovisual recording of the subject**

In accordance with current legislation on the protection of personal data, we inform you that:

Responsibility for the recording and use of the image and voice is Universitat de Lleida - UdL- (contact details: Secretaria General. Plaça Víctor Siurana, 1, 25003 Lleida; sg@udl.cat; contact details of data protection: dpd@udl.cat).

The recorded images and voice will be used exclusively for the purposes inherent to the teaching of the subject.

The recorded images and voice will be kept until the end of the current academic year and will be destroyed in accordance with the terms and conditions set out in the regulations on conservation and elimination of administrative documents of the UdL and the documentary evaluation tables approved by the Generalitat de

Catalunya (<http://www.udl.cat/ca/serveis/arxiu/>).

Learning objectives

The main objective of the Practicum is to allow the students to apply and complement the knowledge acquired during their academic training, to favour the acquisition of skills which prepare them for the exercise of professional activities and to facilitate their incorporation into the labour market.

Competences

General competences:

- CG3 Show creativity and initiative.
- CG4 Apply the principles and implications of academic and professional ethics in academic practice.
- CG5 Prove individual training capacity.
- CG6 Work in teams (intra and interdisciplinary) and managing personal relationships.
- CG8 Adapt to new situations.
- CG9 Demonstrate motivation for quality and rigour.
- CG11 Learn autonomously.
- CG13 Apply theoretical knowledge to practice.
- CG16 Use of terminology and technical skills specific to the disciplinary or professional field.

Specific competences:

- CE1 Write in English with accuracy and communicative efficiency both in daily situations and in academic and professional environments.
- CE7 Apply the knowledge acquired by a professional hand.

Transversal competences:

- CT3 Acquire skills in the use of the new technologies and information and communication technologies.
- CT4 Acquire basic knowledge of business and professional skills.

Subject contents

Les Pràctiques Externes are carried out in institutions and companies for which the use of the English language is fundamental (whether to offer teaching in English, to develop work in import and export sectors, to focus on communicative group management or to engage in cultural promotion). These complementary training activities are an important complement to the academic training and aim to facilitate subsequent employment.

Choosing the Centre of Pràctiques: Previously you can consult the range of available positions.

Availability will depend on:

- The competences
- Previous knowledge achieved during the Degree.
- The areas of knowledge offered by the entity and the tutor's capacity.
- Specificity that the tutor from the UdL find adequate to practice.
- The list of tasks will be defined by the entity's tutor and the UdL's tutor and will be found, in broad terms, in the Projecte Formatiu.

Methodology

- 5 hours of tutorials to guide the student (before, during and after the Pràctiques)
- 120 hours in the entity
- 25 hours devoted to write up the Memòria.

Development plan

Important: The development plan will be uploaded once the official calendar for the practicum 2022-23 is available.

- Informative meeting:
- Applying for new agreements between UdL and other entities:
- Applying for the Pràctiques:
- Official positions and tutor:
- Submission of PF (projecte formatiu) to Secretaria:
- 1st Tutorial Meeting:
- Beginning of Pràctiques (February 2023)
- 2nd Tutorial Meeting:
- End of Pràctiques (June 2023)
- Submission of the Memoria to tutor (by July 2023)

Evaluation

- Attendance and active participation: 10%
- Assessment of tutor (entity): 30% (quantitative assessment between 1-10, and qualitative, with comments on the development, motivation, involvement)
- Memòria de Pràctiques: 60%

Bibliography

<http://www.lletres.udl.cat/ca/estudiantat-lletres/estudiantat-lletres/#practiques-academiques-externes>