

63073 - Internships

Syllabus Information

Academic year: 2024/25

Subject: 63073 - Internships

Faculty / School: 103 - Facultad de Filosofía y Letras

Degree: 565 - Master's in Digital Information and Communication Consulting

ECTS: 6.0

Year: 1

Semester: Second semester

Subject type: External Placements

Module:

1. General information

The mandatory internships provide direct knowledge of the information and communication consulting profession and offer the opportunity to apply what has been learned. Objectives: to apply knowledge and skills in a real environment, adapting them to the needs of each organization; to know and understand the characteristics of the profession and the needs of the labour market; to discover the student's own motivation and ability to act as a professional.

These approaches and goals are aligned with the following Sustainable Development Goals: Quality Education (SDG 4); Gender Equality (SDG 5); Reducing Inequalities (SDG 10); Sustainable Cities and Communities (SDG 11); Peace, Justice and Strong Institutions (SDG 16); Partnerships to Achieve the Goals (SDG 17).

2. Learning results

- 1- To acquire new knowledge that will enable the students to generate new ideas and solutions for their application in the management and implementation of information, document and corporate communication management system projects.
- 2- To identify, analyse and integrate in real contexts the knowledge, procedures and attitudes developed in the different subjects of the Master in Information and Digital Communication Consulting.
- 3- To develop, understand and apply the specific competencies related to the professional practice of the digital information and documentation consultant, both pedagogical and didactic as well as personal and interpersonal.
- 4- To identify and assess the characteristics, roles and responsibilities of a professional digital information and documentation consultant.
- 5- To discover the student's own motivation and capacity to act as a professional.
- 6- To detect, diagnose, develop and assess processes of individual and group reflection that facilitate access to the profession of digital information and documentation consultant.
- 7- To be up to date and know how to adapt to the needs of the labour market.
- 8- To present a written report in a clear, structured and comprehensible manner.
- 9- To be able to analyse and summarise.
- 10- To organize and plan.
- 11- To be able to communicate in foreign languages.
- 12- To be critical and self-critical.
- 13- To be able to work in interdisciplinary teams.
- 14- To be able to work in an international context.
- 15- To learn.
- 16- To be able to adapt to new situations.
- 17- To generate new ideas and solutions (creativity and innovation).
- 18- To be able to work under pressure.
- 19- To be able to lead teams in a working environment.
- 20- To have initiative and an entrepreneurial spirit.
- 21- To pursue excellence.

3. Syllabus

Due to the nature of the subject, there is no syllabus.

4. Academic activities

Tutorials; internship in the organization; personal work and study; tests or assessment activities.

5. Assessment system

First call:

The student will submit an internship report to the academic tutor in which they summarize and analyse the experience, establishing the relationship between the degree and the internship. The professional tutor will send the university a report including their assessment.

- Internship report (80% of the grade). The academic tutor will assess it. Assessment criteria: adequacy of formal aspects,

structure and organization, objective style, terminological precision, adequacy, relevance and richness of the data provided about the centre and the task, description and understanding of the activities developed, ability to analyse and summarise, and capacity to relate the facts described with the doctrine.

- Report of the professional tutor on the activity conducted by the student (20% of the grade). In order to pass the subject, the student must not be absent from the centre for more than 20% of the internship hours (even if justified).

If the internship report is assessed as "failed" or not submitted, the subject will be considered as not passed. The document not submitted must be handed in at the next session, and it won't be compulsory to repeat the internship at the centre.

Second call: identical to the global assessment test of the first call.

6. Sustainable Development Goals

4 - Quality Education

11 - Sustainable Cities and Communities

16 - Peace, Justice and Strong Institutions