

30161 - Internships

Syllabus Information

Academic Year: 2019/20

Subject: 30161 - Internships

Faculty / School: 175 - Escuela Universitaria Politécnica de La Almunia

Degree: 107 - Mobility for Degree

425 - Bachelor's Degree in Industrial Organisational Engineering

ECTS: 6.0

Year: 4

Semester: Second semester

Subject Type: Optional

Module: ---

1.General information

1.1.Aims of the course

The subject and its expected results respond to the following approaches and objectives:

The objective of internships in companies is to apply and complement the skills acquired in their academic training, facilitating the incorporation into the labour market and the exercise of professional activity.

1.2.Context and importance of this course in the degree

One of the aims of the Polytechnic University School of La Almunia is the professional preparation of its students. Along these lines, R.D. 1707/2011 of 18 November also states that common general guidelines are established for the study plans of official university degrees valid throughout the national territory, establishing the need for university studies to implement teaching aimed at preparing students to carry out professional activities, expressly providing for the possibility of valuing as credits in the student's curriculum the performance of work experience in companies and professional work academically directed and integrated into the study plan.

This subject is part of the training and educational project of students in any grade. The importance of facing real problems and their solution, marks a mark to the graduates necessary for their integration into the world of work.

1.3.Recommendations to take this course

Although there are no legislative limitations with respect to the carrying out of internships, it is advisable to be in possession of 50% of the total credits of the degree passed.

2.Learning goals

2.1.Competences

2.2.Learning goals

2.3.Importance of learning goals

3.Assessment (1st and 2nd call)

3.1.Assessment tasks (description of tasks, marking system and assessment criteria)

4.Methodology, learning tasks, syllabus and resources

4.1.Methodological overview

The methodology followed in this course is oriented towards achievement of the learning objectives. It consists of: Internship in a company.

4.2.Learning tasks

The course includes the following activities:

Within the previously established dates, the students must submit an application form (Form B) for internship. Those students who have already passed 50% of the degree credits will have priority. In order to apply, however, it is compulsory to have passed at least 90 ECTS of the degree.

The Internship in company Department, following the demand of private companies and public entities, will make up a list containing the offer of internships that might be done during the year. The internship call will be based on the available offer.

Prior to the beginning of the internship, the program partner company or the student (following the company's instructions) must notify the Department of Internships in EUPLA the start date of the internship and send the required information as per Form A and C. The Department of Internships in EUPLA will draw up the agreement and send it to all involved parts for them to sign it.

Once the placement has been assigned, and before the students sign the agreement, they must get enrolled in the course *Internship in Company*. This enrolment follows the general conditions that are set in the Admission and Enrolment Regulations of the Universidad de Zaragoza.

For the carrying out of the internship, its duration and the subsequent assessment, an equivalence of 60 hours per ECTS will be estimated. At the end of their internship, students must submit a copy of their report together with a certificate from the company in the School's office. This report will be revised by the teacher responsible for the Internship Department, who will evaluate the internship period of the student.

4.3.Syllabus

The syllabus is different for each student and company.

4.4.Course planning and calendar

Schedule for in company sessions and submission of assignments.

During the official enrolment period, the student will enrol in the corresponding subjects *Internship*. This enrolment follows the general conditions that are set in the Admission and Enrolment Regulations of the Universidad de Zaragoza. Within the time limit set by the School, the student will have to submit a copy of their report together with a certificate from the company in the School's office.

Content

Subject contents required to obtain the learning results.

Not applicable.

Resources

Documentation

All the necessary documents can be downloaded from the School's web page or collected at the Internship Department.

Agreement Form: **Form A**

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/modelo_a.pdf

Student's Data Form: **Form B**

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/modelo_b.pdf

Company data Form: **Form C**

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/modelo_c.pdf

Internship Regulations:

https://eupla.unizar.es/sites/eupla.unizar.es/files/archivos/PracEmp/normativa_practicas_externas.pdf

4.5.Bibliography and recommended resources

There is no bibliographic material for this subject.