

## 1. OVERVIEW

Subject Area	Internships
Degree	Bachelor's Degree in Law
School/Faculty	Social Sciences and Communication
Year	Fourth
ECTS	6 ECTS
Type	External placements
Language(s)	Spanish
Delivery Mode	On-campus
Semester	Year-round

## 2. INTRODUCTION

The subject area 'Internships' consists of a period of practical training in a company, legal consultancy firm, public institution, law firm, etc. where the student will demonstrate the knowledge acquired and work on real cases.

The aim is to place students in a learning environment within a real workplace, where they can build on and apply the acquired knowledge in a comprehensive way, and to involve them in the reality of professional work. External internships are the best complement to students' learning process in their university education, as they are geared towards the acquisition of skills required in professional practice.

All internships are carried out in person regardless of the delivery mode of the Degree (on-campus or online). In terms of procedure, students will first complete a questionnaire regarding their internship preferences. The professor coordinating the internships subject area will then assign them to the office, company or institution where they will carry out their internship after formalising the appropriate agreement and internship documents with the University's Careers Department. For online students, the internship procedure will be the same (depending on the needs of the companies and the student's availability), as will the oversight of the internship: they will have an academic tutor (as well as a company tutor), who will ensure the relevant skills have been acquired.

At the end of the internship period, a Final Report is drawn up by the student, which will form part of their assessment together with the report/questionnaire issued by the external tutor at the place where the internship was carried out.

## 3. SKILLS AND LEARNING OUTCOMES

**Basic skills (CB, by their acronym in Spanish):**

- CB2: Students can apply their knowledge to their work or vocation in a professional manner and possess the skills which are usually evident through the forming and defending of opinions and

resolving problems within their study area.

- CB3: Students have the ability to gather and interpret relevant data (usually within their study area) to form opinions which include reflecting on relevant social, scientific or ethical matters.
- CB4: Students can communicate information, ideas, problems and solutions to both specialist and non-specialist audiences.

#### **Cross-curricular skills (CT, by their acronym in Spanish):**

- CT2: Ability to analyse and synthesise: be able to break down complex problems into manageable blocks; evaluate other options and perspectives to find the ideal solution. Synthesising to reduce the complexity and better understand the situation and/or solve problems.
- CT3: Ability to put knowledge into practice, using the skills acquired through the study of mock situations based faithfully on real life issues in the relevant profession.
- CT8: Critical reasoning: Ability to analyse an idea, occurrence or situation from different perspectives and adopt a personal viewpoint based on scientific rigour and objective reasoning, rather than intuition.
- CT9: Problem solving: Ability to resolve an unclear or complex issue or situation which has no established solution and requires skill to reach a conclusion.

#### **Specific skills (CE, by their acronym in Spanish)<sup>1</sup>:**

- CE1: Ability to navigate the framework of legislation, legal doctrine and case law governing public and private legal relations.
- CE4: Ability to use new technology in the legal field: databases, case law, legislation, specific software.
- CE6: Ability to be diligent and responsible in the professional practice of a lawyer or other legal professional, staying up to date on legal matters.
- CE8: Ability to identify legal issues and provide appropriate solutions to real situations.
- CE10: Ability to understand the differences between the various fields within the legal profession.

#### **Learning outcomes (RA, by their acronym in Spanish):**

- RA1: Application of acquired knowledge and problem-solving skills in the professional area or legal fields in which the student carries out their internship.
- RA2: To demonstrate successful learning-by-doing experiences in business.
- RA3: Application of theoretical and practical knowledge acquired from the different study areas in the course of the internship.
- RA4: Appreciation for the need to keep oneself up-to-date to ensure proper professional development.
- RA5: Application of the knowledge and skills acquired in professional practice.

The following table shows how the skills developed in the course match up with the intended learning outcomes:

Skills	Learning outcomes
CB2, CB3, CB4, CT2, CT3, CT8, CT9, CE1, CE4, CE6, CE8, CE10	<b>RA1:</b> Application of acquired knowledge and problem-solving skills in the professional area or legal fields in which the student carries out their internship.

<sup>1</sup> This subject area's connection to the professional world will support the achievement of all specific skills of the degree.

CB3, CT2, CT8, CE10	<b>RA2:</b> To demonstrate successful learning-by-doing experiences in business.
CB2, CB3, CB4, CT2, CT3, CT8, CT9, CE1, CE4, CE6, CE8, CE10	<b>RA3:</b> Application of theoretical and practical knowledge acquired from the different study areas in the course of the internship.
CB3, CT8, CE1, CE6, CE10	<b>RA4:</b> Appreciation for the need to keep oneself up-to-date to ensure proper professional development.
CB2, CB3, CB4, CT2, CT3, CT8, CT9, CE1, CE4, CE6, CE8, CE10	<b>RA5:</b> Application of the knowledge and skills acquired in professional practice.

## 4. CONTENT

- Learning from professional practice
  - Resolution of the issues proposed by the tutor
  - Execution of legal reports on the proposal of the tutor
  - Development of different tasks connected with professional exercise
  - Consultancy and legal advice
- 
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  - *Consultancy and legal advice*

## 5. TEACHING/LEARNING METHODS

The types of teaching/learning methods are as follows:

- Simulation environments
- Field experience
- Collaborative learning
- Problem-based learning

## 6. LEARNING ACTIVITIES

The types of learning activities, plus the amount of time spent on each activity, are as follows:

**On-campus delivery mode:**

Learning activity	Number of hours
Internship	150

<b>TOTAL</b>	<b>150 h</b>
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## 7. ASSESSMENT

The assessment systems, plus their weighting for the final grade for the subject area, are as follows:

**On-campus delivery mode:**

Assessment system	Weighting
Work experience tutor review	70%
Internship report	30%

On the Virtual Campus, when you open the subject area, you can see all the details of your assessment tasks, including deadlines and assessment procedures.

## 8. BIBLIOGRAPHY

The works of reference for following this subject area are:

- Reglamento de Prácticas Académicas Externas de los Estudiantes de la Universidad Europea de Madrid. [https://universidadeuropea.es/myfiles/pageposts/normativa-uem/normativa\\_practicas\\_academicas\\_externas.pdf?\\_ga=2.223442075.1811525089.1531503157-766879330.1517859887](https://universidadeuropea.es/myfiles/pageposts/normativa-uem/normativa_practicas_academicas_externas.pdf?_ga=2.223442075.1811525089.1531503157-766879330.1517859887)

The recommended bibliography is indicated below:

- Ordenación de las enseñanzas universitarias oficiales: <https://www.boe.es/buscar/doc.php?id=BOE-A-2010-10542>