

1. BASIC INFORMATION

Course	PROFESSIONAL EXTERNAL INTERNSHIP I
Degree program	GLOBAL BACHELOR'S DEGREE IN BUSINESS MANAGEMENT AND ENTREPRENEURSHIP
School	SOCIAL SCIENCE FACULTY
Year	THIRD
ECTS	6 ECTS
Credit type	EXTERNAL INTERNSHIP
Language(s)	SPANISH/ENGLISH
Delivery mode	ON SITE
Semester	SECOND SEMESTER
Academic year	2024/2025
Coordinating professor	Verónica Tejero Martos
Professor	Chema Lamirán, Javier Muñoz, Luz Martínez, Francisco José García, Nuria Alabau, Ramón Ignacio Utrillas, Javier Iborra, Ismael Abel Vallés, Victoria Martín, Leticia Poole, Roberto Gómez, Raquel Martín, Lorena Pérez, Nadia Ahmadouche, Alicia Rabadán, Canan Ceylan, Albert Budica, Verónica Tejero.

2. PRESENTATION

The student is placed before a learning scenario in a real work environment that allows him to build and apply knowledge in an integrative way and involve him in the professional reality. Students will have the possibility to carry out these professional practices both in Spain and in other countries through the agreements that the European University maintains with national and international entities and institutions

3. LEARNING OUTCOMES

LEARNING OUTCOMES OF THE DEGREE PROGRAMME

All the learning outcomes of the degree, with greater emphasis on those that have a stronger correlation with the activity and the position/area the student occupies within the company or institution where the internship is carried out.

LEARNING OUTCOMES OF THE SUBJECT

- Apply and integrate the knowledge and skills acquired during the degree.
- Solve problems within the business environment.
- Communicate information, ideas, problems, solutions, and results to clients/users, suppliers, and direct supervisors.
- Develop skills and abilities that can only be acquired through "action," focused on attending to people.

4. CONTENT

The student is placed in a learning scenario within a real work environment that allows them to build and apply knowledge in an integrative manner, engaging them in the professional reality.

Students will have the opportunity to undertake these professional internships both in Spain and abroad through the agreements that Universidad Europea maintains with national and international organizations and institutions.

5. TEACHING-LEARNING METHODOLOGIES

The types of teaching-learning methodologies used are indicated below:

- Field experiences
- Simulation environments
- Problem-based learning (PBL)

6. LEARNING ACTIVITIES

Listed below are the types of learning activities and the number of hours the student will spend on each one:

Learning activity	Number of hours
Autonomous work	5
Internships in companies	140
Tutorships	5
TOTAL	150

7. ASSESSMENT

Listed below are the assessment systems used and the weight each one carries towards the final course grade:

Assessment system	Weight
External internship tutor report	40%
Memory of the internship student / Student's internship report	40%
Reflective student journal (schedule of tasks carried out)	20%

When you access the course on the *Campus Virtual*, you'll find a description of the assessment activities you have to complete, as well as the delivery deadline and assessment procedure for each one.

7.1. First exam period

To pass the course in the first exam period, you must obtain a final course grade of at least 5 out of 10 (weighted average).

There is no exam to this subject. The evaluation will be based on the results of the reflective journal, Student's internship report (memory) and tutor's questionnaire.

7.2. Second exam period

To pass the course in the second exam period, you must obtain a final grade of at least 5 out of 10 (weighted average).

There is no exam to this subject. The evaluation will be based on the results of the reflective journal, Student's internship report (memory) and tutor's questionnaire.

8. SCHEDULE

This table shows the delivery deadline for each assessable activity in the course:

Assessable activities	Deadline
Reflective student journal	7 days after the end of the internship and no later than June 5 for ordinary exams period and July 10 for extraordinary exams period.
Memory of the internship student / Student's internship report	7 days after the end of the internship and no later than June 5 for ordinary exams period and July 10 for extraordinary exams period.
External internship tutor report	7 days after the end of the internship and no later than June 5 for ordinary exams period and July 10 for extraordinary exams period.

This schedule may be subject to changes for logistical reasons relating to the activities. The student will be notified of any change as and when appropriate.

9. BIBLIOGRAPHY

The main reference work for this subject is:

- Organization of official university education <https://www.boe.es/buscar/doc.php?id=BOE-A-2010-105>

10. UNIT OF EDUCATIONAL GUIDANCE, DIVERSITY, AND INCLUSION UNIT

From the Educational Guidance and Diversity and Inclusion Unit (EGDI) we offer support to our students throughout their university life to help them reach their academic achievements. Other main actions are the students inclusions with specific educational needs, universal accessibility on the different campuses of the university and equal opportunities.

From this unit we offer to our students:

1. Accompaniment and follow-up by means of counselling and personalized plans for students who need to improve their academic performance.
2. In terms of attention to diversity, non-significant curricular adjustments are made in terms of methodology and assessment for those students with specific educational needs, pursuing an equal opportunities for all students.
3. We offer students different extracurricular resources to develop different competences that will encourage their personal and professional development.
4. Vocational guidance through the provision of tools and counselling to students with vocational doubts or who believe they have made a mistake in their choice of degree.

Students in need of educational support can write to us at:

Orientacioneducativa.uev@universidadeuropea.es

11. ONLINE SURVEYS

Your opinion matters!

The Universidad Europea encourages you to participate in several surveys which help identify the strengths and areas we need to improve regarding professors, degree programs and the teaching-learning process.

The surveys will be made available in the “surveys” section in virtual campus or via e-mail.

Your assessment is necessary for us to improve.

Thank you very much for your participation.