

1. OVERVIEW

Subject Area	Internship in Biotechnology Companies I
Degree	Bachelor's Degree in Biotechnology
School/Faculty	Biomedical and Health Sciences
Year	Fourth
ECTS	6 ECTS
Type	External Student Internship
Language(s)	Spanish
Delivery Mode	On campus
Semester	S2
Academic Year	2024/2025
Coordinating professor	Viviana Negri

2. INTRODUCTION

Work Placement in Companies is a subject which involves external student internship. It is compulsory and worth 6 ECTS. It takes place each semester in the final years of the Degree in Biotechnology and Degree in Pharmacy and Biotechnology.

The main aim of the subject is for students to seamlessly and critically integrate the knowledge and skills acquired throughout the degree course following the scientific method in a placement at a relevant centre. This may be a research centre or a company, the choice of which depends on the student. Students must attend 100% in person this placement.

3. LEARNING OUTCOMES (RA, by the acronym in Spanish)

Abilities (HAB, by the acronym in Spanish)

HAB03. Apply the right equations or procedures to interpret the mathematical, statistical, biophysical and thermodynamic data to study systems of interest in biotechnology.

- Submit to the academic tutor an external work experience review which includes reflection on what has been learnt and how this experience is related to and integrates with the skills, knowledge and values acquired throughout the degree course.

Skills

COMP05. Propose, redact and execute small R&D and innovation projects related to biotechnology, following current rules and regulations.

4. CONTENTS

Students may undertake work placements in the main departments:

- General vision of a biotechnological company: the content is developed in a prior training and introductory course at the start of the subject. It will be provided by the company, led by the heads of the different departments in which the students will undertake this work experience.
- Student rotation through the main departments in the company, which are detailed below:
- Production plant: laboratory practice in the production of a biotechnological product, learning about the different stages of the process.
- Quality control: putting into practice quality control protocol after the production process.
- Research and development: participation in R&D and innovation projects which the company is involved in dealing with the development of new biotechnological products. If the student does the work placement in a research centre, this will be the nature of the work.
- Sales. Learning the main sales techniques for success in the market.
- Marketing: knowledge of the main advertising and marketing techniques for launching a product to the largest extent possible in interested sectors.
- Finance: putting into practice knowledge regarding finance and company management.
- HR: familiarisation with the main interpersonal communication techniques, personnel recruitment, and so on.

NOTE: Application process and assignment of work placements.

The work placement assignment procedure is a hybrid process between students choosing from a list and the places offered by the University which starts in the second semester of the third year of the course. This allows more time in the search and assignment of places.

1. Meeting with students to explain the search procedure and assignment of work placement. (April 2023)
2. Students select three choices completing a questionnaire. (End of May, extending to July 2023)
3. Students prepare a CV and cover letter and send it to the academic coordinator for work placements. (July-September 2023)
4. Work placement coordinator contacts the research centres chosen and the work placement administrator unit contacts the companies. (July- October 2023)
5. If centres have availability, documents are prepared. (From September 2023)
6. If there is no availability, alternatives are sought, both by students and the coordinator.
7. As practical work placement offers arrive, they are offered to students. Those who are interested apply and it depends on the centre to choose the most suitable candidate based on the CVs. The academic record is not taken into account.

Communication between the coordinator and students continues until September 2023 (Point 4 of the process) and is by email as there is no virtual campus available at this time for this subject area. From September, practical work placement offers will be made through the virtual campus.

Semesters when practical placements can be performed: some students have shown interest in starting practical work placements in S1. In agreement with the Vice-Dean of Health Sciences, the following recommendation is made based on University regulations: **DO NOT ENROL ON SUBJECTS WITH MORE THAN 12 THEORY CREDITS AT THE SAME TIME AS PRACTICAL WORK PLACEMENTS.**

Criteria:

- Students who have completed the whole of Biotechnology IV: S2 semester “natural work placement period”
- Students who have already studied the subjects Bioreactors; and Biotechnological Processes and Products can bring forward to S1.
- Students VI on combined degree in Pharmacy and Biotechnology: S2

5. TEACHING/LEARNING METHODS

Students will undertake practical work placements in companies or research centres in the biotechnological sector and receive guidance from an external tutor through in-person tutorials. The

internal tutor (academic work placement coordinator) will have in-person tutorials or on Teams with students to guide and verify development on these placements.

Teaching methods:

- collaborative learning
- simulated environments

6. LEARNING ACTIVITIES

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

On campus:

Learning activity	Number of hours
Spoken presentations	3
Written reports and essays	12
Tutorials	15
Independent working	15
External work placement in companies	105
TOTAL	150

7. ASSESSMENT

The assessment methods, together with how much they each count towards the final grade for the subject area, are as follows:

On campus:

Assessment system	Weighting
Tutor's report on work experience	75%
Spoken presentations	5%
Written record	20%

The assessment for this subject will be carried out together with the subject "Work Placement in Biotechnological Companies II", through the UE EVALUA platform: the external tutor may access the assessment and assess by means of a rubric. The internal tutor (work placement coordinator) will assess both the oral presentation and the practical work placement record using the rubric.

On the Virtual Campus, when you open the subject area, you can see all the details of your assessment activities and the deadlines and assessment procedures for each activity.

7.1. Ordinary exam period

To pass the subject area in the ordinary exam period you must obtain a mark of 5.0 or more out of 10.0 in all assessed parts of the subject. Any part you do not pass in the ordinary exam period will need to be recovered in the extraordinary exam period (resits).

Your final grade will be the average of the partial marks in each of the learning activities you have passed.

7.2. Extraordinary exam period (resits)

To pass this subject in the extraordinary exam period (resits), students must repeat the assessable activities they failed in the ordinary exam period: Submission of practical work placement record and mid-period oral presentation.

The final grade will be the average of the partial marks in each of the activities passed (with a mark equal to or higher than 5 out of 10). The marks for the assessable activities the student passed in the ordinary exam period will be maintained.

8. TIMELINE

The timeline with delivery dates of assessable activities in the subject area is indicated in this section:

Assessable activities	Date
Written record	Week 17
Presentation	Week 12

The timeline may be subject to modifications for logistical reasons of the activities. Students will be informed of any changes in due time and course.

9. BIBLIOGRAPHY

In this subject area, the bibliography is specific to each student depending on the projects performed during the practical work placement.

10. EDUCATIONAL GUIDANCE AND DIVERSITY UNIT

The Educational Guidance and Diversity Unit (ODI in Spanish) offers support throughout your time at university to help you with your academic achievement. Other cornerstones of our educational policy are the inclusion of students with special educational needs, universal access in all our university campuses and equal opportunities.

This ODI unit offers students:

1. Support and monitoring through counselling and personalised student plans for those who need to improve their academic performance.

2. Curricular adaptations to uphold diversity, with assistance for those students who require specific educational support, leading to equal opportunities without significant changes to methodology or evaluation.
3. We offer students a range of extracurricular educational resources to reinforce skills which will enhance their personal and professional development.
4. Career guidance by offering tools and advice to students with doubts regarding their professional careers or those who believe they have chosen the wrong line of study.

Students who need educational support can contact us at:

orientacioneducativa@universidadeuropea.es

11. SATISFACTION SURVEYS

Your opinion matters!

Universidad Europea encourages you to complete our satisfaction surveys to identify strengths and areas for improvement for staff, degree courses and the learning process.

These surveys will be available in the surveys area of your virtual campus or by email.

Your opinion is essential to improve the quality of the degree.

Many thanks for taking part.