



Code - Course	062300 – Practicum I				
Type	Practicum		Year	2 nd	
Thematic Area	Internship		Credits	9 ECTS	
Teacher in charge of the course			Javier de Diego		
Professors	Javier de Diego / Laura Xinxola				
In-class	210 hours	Teacher-led	0 hours	Individual	15 hours

BRIEF COURSE DESCRIPTION

Your work practice will be developed around three main areas:

- The tourism sector (broadly speaking): companies that interact with it and possible career opportunities. Organization as a complex process, prospective career opportunities. Employer branding.
- The present and future labor market in tourism.
- Design your personal brand: write a resumé/CV, the Elevator Pitch, identify the professional purpose (working from an analysis of motivations and interests that will be carried out on the Course 1st Semester of the 1st year), specific skills of professionals in tourism and hospitality.

These contents are worked on in classes with the Career Services Department, and the participation of representatives of external companies / CETT Alumni that will give their testimony and share their experience and real vision of what students will find in their work practice.

GENERAL SKILLS

GS03- Have initiative and an entrepreneurial spirit.

GS04- Have a commitment to ethics.

GS05- Teamwork.

GS06- Be customer-oriented.

GS08- Master the techniques of oral and written communication in order to transmit information, ideas, opinions, etc.



SPECIFIC SKILLS

SSI4- Identify and manage the internal aspects, functions, and operational processes of tourism business units.

LEARNING OBJECTIVES

Generals:

1. Know the organization and operation of internship companies.
2. Know the functions of the different professionals related to the sector.
3. Encourage reflection between theory and practice. Apply the knowledge acquired in the classroom to real situations.

Specifics:

1. Connect the student to the business reality of the tourism sector.
2. Ensure that the student applies the knowledge acquired throughout their studies to real-life situations.
3. Become aware of their own strengths and weaknesses, recognize their own abilities, skills, and personal competences. Encourage self-evaluation in a work environment.

ACADEMIC CONTENTS

1. Internship in companies
2. Companies and institutions's presentations in classroom
3. Trainee's report of internship
4. Networking activities

LEARNING METHODOLOGY

The learning methodologies planned for the subject combine a number of processes being the most remarkable the cognitive methods related to the comprehension of the principles of tourism and the global tourism system as well as the inclusion of a set of skills, mainly technical.

The activities and methodologies -both group and individual- designed for this subject are the following:

The internship tutor, in permanent contact with the student, guides, corrects and supervises them, assisting them to improve in their training. Regular meetings between the student and the tutor are held to analyze and evaluate outcomes.



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The relationships established between the trainee and the rest of professionals in the hands-on training company allow the student to develop teamwork competencies, to stimulate their initiative and put into practice the skills characteristic of the professional profile.

Each practicum contains an associated training program with the tasks, competencies and learning outcomes the student has to achieve, focusing mainly on the professional socialization and observation.

Halfway through the practicum period, the student participates carries out an online internship survey where their progress is assessed (learning, difficulties, objectives and challenges) and is contrasted with the company tutor's partial assessment. At the end of the internship, the student evaluates their own experience at the company and the company evaluates the trainee's performance. The university is responsible –through the Career Services tutor– for ensuring the monitoring and final evaluation of the student's internship.

ASSESSMENT SYSTEM

The assessment system measures the student's achievement of learning outcomes regarding the subject's competences and contents.

Students may choose continuous assessment or single assessment:

Continuous Assessment: the teaching-learning process is assessed by a continuous monitoring of the work done by the students throughout the course and a final individual examination. Students must attend classes in order to be assessed by continuous assessment.

Single Assessment: for those students who cannot come to class regularly, they can choose to be assessed by single assessment. The teaching-learning process is assessed by means of the assessment of all activities and in-person individual examination at the end of the course.

To qualify for this form of assessment, students must apply within the first 15 days of the start of the course through the assessment section of Virtual Campus.

The assessment activities planning will be public for the students from the start.



Activities	Type	Continuous	Single	Week deadline
Trainee's report of internship submitted by student	Individual	50%	-	
Company tutor's assessment	Individual	30%		
Attendance in group sessions with companies	Individual	10%		
Participation in CETT Talent	Individual	10%		
Total		100%	100%	

To pass the course, it is mandatory to have obtained a minimum final grade of "5", as long as the student has completed the individual exam/s or work/s established in the course. This exam/s or final work/s must be graded with a minimum of "4" in order to be able to calculate the average of all the assessment activities carried out during the course.

Revision and Reassessment of the Course

The student has the right to revise all the evidences that have been designed for the assessment of learning.

If a student fails to achieve the learning objectives of the course, in order to opt for the subject reassessment, it will be necessary to have obtained a final grade of the subject between "4-4.9", and to have attended the individual final exam/s or final work/s of the course.

The reassessment process will only involve the modification of the final grade in the case that the new assessment activity is passed and, in any case, the maximum grade will be "5". This grade will be averaged with the other grades of the assessment activities carried out by the student during the corresponding academic period, considering the percentages established in each subject, setting the final grade for the course.

REFERENCES

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