

Subject 4. Professional Practices

Type:Mandatory

Character:Professional practices

ECTS credits: 15

Course: First

Semester:First / Second

Language in which it is taught:Catalan, Spanish, English

Prerequisites: -

1. Presentation of the subject

Within the subject "Professional Practices" there is the practical subject necessary to acquire advanced and specialized professional experience as a manager and designer in the following areas:

- administrative, to improve public services and interaction between citizens and the public administration;
- cultural, developing projects of social interest in museums, art galleries or festivals;
- educational, in innovative educational programs or in improving learning through design;
- industrial, to improve industrial production processes, develop more sustainable, more inclusive products, etc.;
- public health, to improve the well-being and quality of life of people and communities through prevention, surveillance, participation, research, etc.;
- healthcare, developing projects that improve services and the quality of life of patients;
- social, in social projects, for example in community support or local development programs.

Internships are an ideal environment to put into practice the theoretical and practical knowledge that the student has acquired in the master's degree. *Social co-design applied to public sector projects*, to do this, this practical training is carried out at a public entity, third sector entity or private company.

The professional internship subject is managed through the sBid application. This system facilitates the monitoring and evaluation of internships in workplaces by all the agents involved in the development of practical training. sBID is a management tool that acts as an intranet. In this way, representatives of training centers, training staff and students can take a more active role within a structured and orderly system. The objective is to facilitate the management of internships and, at

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the same time, improve the quality of monitoring and evaluation.

Professional internships are subject to Social Security contributions.

2. Competencies of the matter

Subject		General Skills					
		CG1	CG2	CG3	CG4	CG5	CG6
FOR	Professional Internships	X	X	X	X	X	X

CG1. The graduate must be able to formulate, design and manage projects in a creative and entrepreneurial way, integrating knowledge and attitudes to develop proposals for change and social innovation through design.

CG2. The graduate must be capable of developing analytical and critical thinking that allows them to analyze dynamics of change and solve social innovation challenges.

CG3. The graduate must be able to understand the consequences of professional actions and their repercussions on a social, ethical, economic and environmental scale, which allows innovative ideas that drive social change to be converted into viable projects.

CG4. The graduate must have the ability to appreciate the diversity and multiculturalism of society to integrate knowledge in a transdisciplinary manner.

CG5. The graduate must be able to generate and evaluate new ideas, proposals and design of social solutions applied to the public sphere, based on the theoretical and practical aspects of the work methodology in the field of social co-design.

CG6. The graduate must be able to express themselves and communicate orally, in writing and with visual resources, for leadership, organizational creativity and teamwork in co-design.

Subject		Specific Skills									
		CE1	CE2	CE3	CE4	CE5	CE6	CE7	CE8	CE9	CE10
FOR	Professional Internships	X	X	X	X	X	X	X	X	X	X

CE1. The graduate must be able to seek and propose new procedures and solutions to a given problem with a vision for the future, considering medium and long-term strategies, both in individual and interdisciplinary actions.

CE2. The graduate must be able to create design solutions that satisfy both social and functional requirements as well as technical and usability problems in new or little-known environments within broader (or multidisciplinary) contexts related to their area of study.

CE3. The graduate must be able to design and plan a project, considering its monitoring and evaluation in a responsible, ethical and realistic manner.

CE4. The graduate must be able to recognize adequate knowledge of the professional and methodological issues of the current social design debate for its application in the

generation of new ideas and social solutions.

CE5. The graduate must be able to express themselves clearly and communicate conclusions, knowledge and ultimate reasons that support them to specialized and non-specialized audiences in a clear and unambiguous manner, mastering the integration of all narrative resources.

CE6. The graduate must be able to identify and appropriately use relevant sources of information and identify and use relevant research resources (primary and secondary sources, key players, experts, etc.).

CE7. The graduate must be able to plan research in all its phases: produce and obtain information, apply social research methods and techniques and design, analyze, present and discuss the results.

CE8. The graduate must be able to evaluate evidence and draw appropriate conclusions from research, integrating the results into the design of innovative, relevant and viable to a given challenge, for problem solving in new situations.

CE9. The graduate must be able to understand the consequences of professional actions and their repercussions in the social, ethical, economic and environmental spheres that allow innovative ideas that drive social change to be converted into viable projects.

CE10. The graduate must acquire knowledge of the different communication processes, technologies and resources necessary to implement, manage and promote projects.

3. Subject learning outcomes

Learning outcomes

LO1. Apply and develop the knowledge acquired in design management.

LO2. Address the practice of design in the professional field.

RA3. Make decisions and solve specific problems independently.

LO4. Prepare reports, memoranda or projects based on the application of design solutions.

L05. Evaluate and be able to judge one's own design work.

LO6. Learn to collaborate with interdisciplinary teams.

LO7. Apply and develop service design strategies.

LO8. Participation in the management of design and/or interdisciplinary projects.

4. Subjects and subject contents

Subject 4 Professional Practices

265 hours of professional practice	1st / 2nd semester	Mandatory	ECTS: 15
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110 h of freelance work (PRA memory)

Subject

PRA - Professional Practices

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Contents: 1st / 2nd semester Mandatory ECTS: 15

The content of each internship will be adjusted to the training activities plan according to the needs of the institution or company where the professional internships are carried out, previously agreed upon with the master's internship coordinator and/or tutor.

The basic points of any activity plan are:

- I. Planning.
- II. Execution.
- III. Control.
- IV. Participation in management.
- V. Documentation.
- VI. Preparation of the internship report.

Activity plan: Training activities.

- 1.- Participation in the management of the definition phase of the work or project:
 - 1.1.- Information search and data analysis.
 - 1.2.- Selection, organization and management of information.
 - 1.3.- Coordination with the interdisciplinary work team linked to the work or project.
- 2.- Participation in the planning phase of the work or project:
 - 2.1.- Determination of the phases of the work or project.
 - 2.2.- Determination of the sequences and duration of the work or project phases.
 - 2.3.- Multidisciplinary collaboration in the development of the work plan or project.
- 3.- Participation in the development phase of the work or project:
 - 3.1.- Design and develop proposals for the challenges of social change.
 - 3.2.- Analyze the social repercussions that the work or project may have.
 - 3.3.- Use different social research methods and techniques.
- 4.- Evaluate the results of the service design work or project.
- 5.- Prepare reports, memoranda or projects based on the application of design solutions.
- 6.- Participation in strategies for disseminating the work or co-design project.
- 7.- Preparation of the internship report (according to the script).

5. Training activities for the subject

Training activities		Hours	Presence
AF5	External internships.	265	100 %
AF11	Internship report	110	0 %

6. Teaching methodologies of the subject

Teaching Methodologies

- MD3 Tutored independent work.
- MD4 Independent work (internship report).
- MD5 Practice of designing services based on real context.
- MD6 Supervised common (interdisciplinary) projects and co-design practice in a real context.

7. Evaluation systems

Evaluation criteria

PRACTICE:

- Application and development of the knowledge acquired in the master's degree in an integrated manner in professional practice.
- Completion of tasks within the proposed time.
- Application of appropriate intervention methodology and criteria.
- Mastery of the techniques and/or procedures applied.
- Problem-solving ability.
- Positive attitude towards work and coexistence with colleagues.

DOCUMENTATION PROCESSES:

- Interest in searching for information related to the proposed work.
- Ability to collect data correctly.
- Ability to adequately assimilate and transmit theoretical and practical knowledge of written and graphic way.
- Correct use of terminology.

Evaluation instruments

- Student tracking sheet.
- Final assessment of learning outcomes (external tutor).
- Assessment of the internship report (internship coordinator).
- Overall qualification of external internships.

Evaluation system	Weighting
Internship report (Evaluated by internship coordinator and tutor)	30 %
Report prepared by the external internship tutor	70 %

8. General evaluation criteria

The general evaluation criteria that are common to all teaching guides for subjects 1, 2 and 3 of the master's degree are established, without prejudice to the evaluation criteria defined for each evaluation activity:

- Subject grade: A weighted average of the grades obtained in each of the training activities

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will be made in accordance with the percentages described in the subject's teaching guide.

- No delivery will be accepted outside the established deadline.
- In the event of a delivery or assessment activity coinciding with a cause of force majeure, the student may submit an activity after the deadline following the calendar determined by the subject's teaching staff. Cause of force majeure is understood to mean: serious illness or temporary incapacity (hospitalization) of the student, student or a first-degree relative, coincidence with an official language level or driving license exam, inexcusable duties before the administration or death of a first or second-degree relative. It must be justified by presenting the original accreditation with a stamp.
- The evaluation process is based on the student's personal work and presupposes the authenticity of the authorship and the originality of the exercises carried out. Any act of copying and/or plagiarism and irregular use of Artificial Intelligence (AI) will result in the immediate and irrevocable suspension of the assessable activity.

9. General recovery criteria

The general recovery criteria that are common to all teaching guides for subjects 1, 2, 3 and 4 of the master's degree are established:

- Subject recovery: in the event of not passing, the training activity or activities of the subject may be recovered in an extraordinary September call, according to the calendar.

10. Use of Generative Artificial Intelligence (GAI)

Use of Generative Artificial Intelligence (GAI) GAI can be used as a support tool in certain research tasks, provided that its use is authorized by the teaching staff. Some examples of permitted use are: summarizing texts, making translations, identifying starting points for research, organizing sources, analyzing data or reviewing the style of one's own text. In these cases, it is essential to cite its use in accordance with the provisions of the subject Introduction to digital resources, free and open source software.

The student is responsible for the content of the work they submit, including that generated with the help of the IAG. However, it is not allowed to use the IAG to write or directly prepare any activity or evaluation work. This improper use violates the training objectives of the subject, since it makes it difficult to acquire key skills such as critical thinking, the ability to analyze or formulate one's own ideas. In the event of any suspicion of inappropriate use, alternative assessment tests may be applied to verify authorship, and if confirmed, the work may be suspended.

11. Educational care within the framework of an inclusive educational system

This Teaching Guide takes into account educational care within the framework of an inclusive

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educational system that includes two reference frames that support it:

- MISU: Universal Measures and Supports to promote personal and social development in equity and equality.
- DUA: Universal Learning Design, which allows flexible learning situations to be created based on a design that detects and minimizes the barriers of the context, from the beginning, and that considers variability.

However, to ensure freedom of thought and opportunities in relation to the gender perspective, a co-educational dynamic is carried out that avoids the predisposition of differential treatment, role attributions or assumptions of abilities determined by gender.

The MISU and DUA will apply to all ESDAPC students. Those students in need of additional measures and supports will be identified through an Individualized Support Plan.