



Teaching Guide

Teaching Guide				
Identifying Data				2021/22
Subject (*)	Work Placement		Code	612G01048
Study programme	Grao en Dereito			
Descriptors				
Cycle	Period	Year	Type	Credits
First and Second Cycle	2nd four-month period	Fourth	Optional	6
Language	SpanishGalician			
Teaching method	Face-to-face			
Prerequisites				
Department	Dereito PrivadoDereito Público			
Coordinador	Aba Catoira, Ana Maria	E-mail	ana.abac@udc.es	
Lecturers	Aba Catoira, Ana Maria Bello Janeiro, Domingo Carril Vázquez, Xosé Manuel Pérez Álvarez, Miguel Angel Quintans Eiras, Maria Rocio Raposo Arceo, Juan Jesus Souto García, Eva María Vizcaíno Ramos, Iván	E-mail	ana.abac@udc.es domingo.bello@udc.es xose.manuel.carril.vazquez@udc.es miguel.angel.perez.alvarez@udc.es rocio.quintans@udc.es juan.raposo.arceo@udc.es eva.maria.soutog@udc.es i.vizcaino@udc.es	
Web				
General description	Work placement aims to facilitate an approach of the students to the labor world. This way, they can better understand a reality difficult to perceive in theoretical or interactive classes. Work placement is carried out in companies or entities that have previously signed an agreement with the Faculty of Law of the UDC. Places are limited and there are restrictions for modifying the registration.			
Contingency plan	1. Modifications to the contents Due to the particularities of this subject, if the circumstances do not allow to develop the work placements, the subject will be cancelled and students should choose another optional subject. Students will be contacted if they need to modify their registration. 2. Methodologies *Teaching methodologies that are maintained *Teaching methodologies that are modified 3. Mechanisms for personalized attention to students 4. Modifications in the evaluation *Evaluation observations: 5. Modifications to the bibliography or webgraphy			

Study programme competences

Code	Study programme competences
A1	Knowledge of the main legal institutions
A4	Appreciating the interdisciplinary nature of legal problems
A9	Ability to handle legal sources (legal, jurisprudential and doctrinal).



A11	Ability to understand and write legal documents.
A15	Ability to negotiate and mediate.
B2	Ability to know how to apply their knowledge to their work or vocation in a professional way and possess the skills that are usually demonstrated through the elaboration and defense of arguments and the resolution of problems within their area of study.
B3	Ability to gather and interpret relevant data (usually within their area of study) to make judgments that include a reflection on social, scientific or ethical relevant issues.
B4	Ability to transmit information, ideas, problems and solutions to a specialized and non-specialized public.
B7	Effective problem solving.
B9	Working autonomously on own initiative with a lifelong learning approach.
B10	Teamwork and collaboration.
B11	Ethical and social responsibility.
B12	Effective workplace communication and oral and written skills in Spanish, Galician and foreign languages.
C4	Exercising an open, educated, critical, committed, democratic and supportive citizenship for the sake of the common good.
C5	Understanding the importance of entrepreneurial culture and knowing the useful means for enterprising people.
C6	Critically assess the knowledge, technology and information available to solve the problems they face.
C7	Assume as a professional and citizen the importance of lifelong learning.

Learning outcomes			
Learning outcomes		Study programme competences	
Working with ethics		A1 A4 A9 A11 A15	
Improving the skills related to the use of juridical sources		B7 B9 B10 B11 B12 B2 B3 B4	
Capacidade de interpretar e analizar críticamente o ordenamento xurídico			C4 C5 C6 C7

Contents	
Topic	Sub-topic



This subject complements the overall training of the student, offering the possibility of applying the contents learned throughout the Degree of Law. Students can approach different areas of the professional world, which provides valuable experience in the student's professional orientation and facilitates their insertion in the labor market. Work placements are carried out by means of a stay of 100 hours in a entity, five hours per day for four weeks, which will be the last four weeks of the semester, except in exceptional cases where adaptation to the operation of the entity demands it. The place of the practices and the concrete work that the students will develop will depend on the collaborating entities and the orientations of the professional tutor. Whenever they have signed the aforementioned agreement with the faculty, the practices may be carried out, among other places, in courts, public prosecutor's offices, solicitors, notaries, property registries, municipalities, Xunta de Galicia or other public entities, or in legal departments of private companies. The students will perform the tasks assigned to them in the entity, intended to complement their training in Law. The professional tutor appointed by the entity will be responsible for supervising the work of the student and the academic tutor appointed by the faculty will be responsible for the qualification. Students must make a report that will be given to their academic tutor at the conclusion of the work placement.	Especificación en el correspondiente proyecto formativo
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Planning				
Methodologies / tests	Competencies	Ordinary class hours	Student's personal work hours	Total hours
Aprendizaxe servizo	A4 A9 A11 A15 B7 B9 B10 B11 B12 B2 B3 B4 C4 C5 C6 C7	10	3	13
Clinical practice placement	A1 A4 A9 A11 A15 B7 B9 B10 B11 B12 B2 B3 B4 C4 C5 C6 C7	90	45	135
Personalized attention		2	0	2
(*)The information in the planning table is for guidance only and does not take into account the heterogeneity of the students.				

Methodologies	
Methodologies	Description
Aprendizaxe servizo	ApS is a methodology that combines the service to the community with the learning in a single project; students complete their practical training while working to improve real needs of their social environment. Due to the particularity of this methodology, specific instructions will be given to students who opt for this modality.
Clinical practice placement	Practice in legal clinic will be done according to the institutions that cooperate with the clinic



Personalized attention

Methodologies	Description
Aprendizaxe servizo Clinical practice placement	All students will be supervised by a tutor named by the School of Law, besides the tutor of the entity.

Assessment

Methodologies	Competencies	Description	Qualification
Clinical practice placement	A1 A4 A9 A11 A15 B7 B9 B10 B11 B12 B2 B3 B4 C4 C5 C6 C7	Student must complete the 100 hours of work placement in the entity. The valuation will take into account the student's report, that will count 60% in the final qualification, and the report prepared by the professional tutor, that will count 40% in the final grade.	100

Assessment comments

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Sources of information

Basic	
Complementary	

Recommendations

Subjects that it is recommended to have taken before

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Subjects that are recommended to be taken simultaneously

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Subjects that continue the syllabus

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Other comments

Work placements requires frequent communication between the professor in charge and the students; all the information and documentation necessary for the development of the practices will be published in Moodle. Students should consult the platform as often as necessary to be promptly informed. Changes cannot be made on the registration of this subject after the beginning of the second semester. Students are advised to read carefully the UDC's External Practice Regulations (available at <http://www.udc.es/practicaseexternas/>)

(*)The teaching guide is the document in which the URV publishes the information about all its courses. It is a public document and cannot be modified. Only in exceptional cases can it be revised by the competent agent or duly revised so that it is in line with current legislation.