



Development of Professional Competences II

Bachelor in Applied Modern Languages



UNIVERSIDAD
NEBRIJA

TEACHING GUIDE

Subject: Development of professional competences II

Degree: Bachelor in Applied Modern Languages

Character: Compulsory

Language: English

Modality: On-site

ECTS: 6

Course: 2nd

Semester: 4

Professors / Teaching Staff:

1. COMPETENCES AND LEARNING OUTCOMES

1.1. COMPETENCES

CB1 Have and understand knowledge in an area of study that is based on general secondary education, and is usually found at a level that, although supported by advanced textbooks, also includes some aspects that imply knowledge coming from the forefront of their field of study.

CB2 Apply their knowledge to their work or vocation in a professional way and possess the skills that are usually demonstrated through the elaboration and defence of arguments and the resolution of problems within their area of study.

CB3 Gather and interpret relevant data (usually within their area of study) to make judgments that include a reflection on relevant social, scientific or ethical issues.

CB4 Transmit information, ideas, problems and solutions to both a specialized and non-specialized public.

CB5 Develop the learning skills necessary to undertake further studies with a high degree of autonomy.

CG3 Develop reasoning and exposition strategies, written and orally, within the field of study of Applied Modern Languages.

CG8 Develop the capacity of linguistic mediation to achieve understanding, acceptance of diversity and its value in intercultural communication.

CG9 Use search tools for documental resources to study foreign modern languages and use own sources to study their corresponding literatures.

CE3 Efficiently apply in professional environments the techniques and resources related to linguistic mediation, language teaching, the improvement of mediated communication through technology and intercultural conflict resolution.

CE6 Understand the complexity of linguistic facts and literary works, appreciate their aesthetic values and their meaning in their socio-political context.

1.2. Learning outcomes

When students finish this Subject, they will be able:

- To apply tools for self-knowledge, and to carry out a systematic process of detection of self-improvement areas and implementation of the corresponding measures.
- To understand the importance of emotional intelligence in personal and interpersonal effectiveness.

- To plan and manage both time and responsibilities according to a predetermined strategic criterion.
- To apply models and techniques of organization, information management, problem solving, decision making, critical reasoning, analysis and synthesis, autonomous learning, creativity, or leadership, among other aspects of interpersonal relationships.
- To self-regulate their behaviour according to the needs and demands of each situation.
- To work as part of a team in a multicultural, international and interdisciplinary environment, accepting and valuing diversity and the existence of other cultures and customs.
- To value the importance of quality in the work performed.
- To communicate effectively in the native language.
- To initiate and maintain both a job search strategy and professional development.
- To prepare the necessary documents, work samples and support methods to offer an attractive candidacy in job search processes.

2. CONTENTS

2.1. Prerequisites

None.

2.2. Description of content

The student will consolidate their communication skills in work in diverse and multicultural teams, and acquire resources for entrepreneurship, creativity and innovation, problem solving and change management.

2.3. Training activities

| CODE | TRAINING ACTIVITY | HOURS | PERCENTAGE OF ATTENDANCE |
|------|--|-------|--------------------------|
| A1 | Theoretical-practical classes, field work sessions | 12 | 100% |
| A2 | Practical cases | 10 | 0% |
| A3 | Individual and/or group tutorials | 10 | 100% |
| A4 | Individual or group work | 40 | 50% |
| A5 | Activities carried out through virtual resources | 5 | 0% |
| A6 | Individual study and autonomous work | 40 | 0% |
| A7 | Project workshops | 30 | 50% |
| A8 | Tasks for assessment and final assessment | 3 | 100% |

2.4. Teaching Methodologies

Professors could choose among the following methodologies that are detailed in Subject N.10 Development of professional competences in the verified academic curriculum:

| Code | Teaching methodologies | Description |
|------|------------------------|-------------|
|------|------------------------|-------------|

| | | |
|-----|--------------------------------------|---|
| MD1 | Expository method/ Master class | Presentation by the teacher of the contents of each topic through explanations and presentations, along with indications on sources of information and bibliography. The active participation of the student is promoted through activities such as debates, discussion of case studies, questions and presentations. The student will previously have the didactic materials, which will include objectives, syllabus, schedule and resources. |
| MD2 | Resolution of exercises and problems | Approach to situations and practical exercises that the student must solve. |
| MD3 | Case study method | Systematic and in-depth examination and analysis of the different aspects and questions of real and concrete practical cases and a proposal for their resolution. |
| MD4 | Performing work | Preparation of reports and documents in which the student must carry out bibliographic search, information gathering, document analysis, case analysis, writing and explanation of conclusions. |
| MD5 | Project-oriented learning | Learning methodology carried out through the preparation, organization and design of projects. |

3. ASSESSMENT SYSTEM

3.1. Grading system

The grading system (R.D. 1125/2003, 5th September) will be the following:

0 – 4.9 Fail (SS)

5.0 – 6.9 Pass (AP)

7.0 – 8.9 Good (NT)

9.0 – 10 Excellent (SB)

The mention of "honours" may be obtained at the proposal of the professor of the subject after completing a tutored work. The teacher must write a report evaluating the contributions of the work.

3.2. Assessment criteria

Ordinary call

| Assessment system | Minimum weighting | Maximum weighting |
|--|--------------------------|--------------------------|
| SE1 Attendance and participation | 10% | 25% |
| SE2 Presentation of assignments and projects (individual tasks and group work) | 25% | 30% |
| SE3 Midterm assessment | 15% | 20% |
| SE4 Final assessment | 25% | 50% |

Extraordinary call

| Assessment system | M Minimum weighting | Maximum weighting |
|--|----------------------------|--------------------------|
| SE2 Presentation of assignments and projects (individual tasks and group work) | 40% | 50% |
| SE4 Final assessment | 50% | 60% |

3.3. Restrictions

Minimum passing grade

Not applied

Attendance

Students who, without justification, fail to attend more than 25% of the face-to-face classes may be deprived of the right to take the exam in the regular exam.

Writing standards

Special attention will be paid in the papers, practices and written projects, as well as in the exams, to both the presentation and the content, taking care of the grammatical and spelling aspects. Failure to meet the minimum acceptable standards may result in points being deducted in such work.

3.4. Warning about plagiarism

The Universidad Antonio de Nebrija will not tolerate plagiarism or copying under any circumstances. It will be considered plagiarism the reproduction of paragraphs from texts other than the student's audit (Internet, books, articles, papers of colleagues...), when the original source is not cited. The use of quotations cannot be indiscriminate. Plagiarism is a crime.

If this type of practice is detected, it will be considered a Serious Misconduct and the sanction foreseen in the Student Regulations may be applied.

4. BIBLIOGRAPHY

Basic bibliography

Complementary bibliography

5. PROFESSOR

You can consult the e-mail addresses of the professors and the academic and professional profile of the teaching staff at ...