

Course Unit	Observation and Intervention in a Professional Environment		Field of study	-	
Bachelor in	Languages for International Relations		School	School of Education	
Academic Year	2022/2023	Year of study	3	Level	1-3
Type	Semestral	Semester	2	ECTS credits	21.0
Code	8374-767-3201-00-22				
Workload (hours)	567	Contact hours	T -	TP 27	PL -
			TC -	S -	E 225
			OT 18	O -	

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Carla Sofia Lima Barreira Araujo, Elisabete Rosário Mendes Silva, Pedro Alexandre Oliveira Couceiro

#### Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Get to know institutions/organizations and their workflow, their strategy, and their mission
2. Adapt to diverse contexts of communication in the institutions
3. Develop knowledge / skills of institutional practice bearing in mind his/her professional and personal growth
4. Develop habits of solving problems in the institutional framework
5. Designing research projects appropriate to the host institution
6. Apply research methodologies

#### Prerequisites

Before the course unit the learner is expected to be able to:

Have followed all the procedures described in the Regulation of Attendance and Evaluation in force

#### Course contents

1. Host institution observation
2. Potential for intervention at the host institution
3. Development of research projects
4. Development of reports

#### Course contents (extended version)

1. Host institutions observation
  - Features and institutional mission
2. Potential for intervention at the host institution
  - Plan of activities
3. Development of research projects
  - Identification of research projects
  - Methodology
  - Results
4. Development of reports
  - Rules and formal aspects

#### Recommended reading

1. Azevedo, C. A. M. & Azevedo, A. G. (2000). Metodologia Científica: contributos práticos para a elaboração de trabalhos académicos. Almedina.
2. Bell, J. (2010). Como realizar um projecto de investigação. Gradiva.
3. Quivy, R. & Campenhoudt, V. (2008). Manual de Investigação em Ciências Sociais. Gradiva.
4. Sousa, M. J. & Baptista, C. S. (2011). Como fazer Investigação, Dissertações, teses e Relatórios segundo Bolonha. Pactor.

#### Teaching and learning methods

They depend on the mission and function of the host institution/organization

#### Assessment methods

- Continuous assessment - (Regular, Student Worker) (Final)
  - Reports and Guides - 85% (Report - 45% Qualitative evaluation from institution - 30% Tutorial sessions - 10%)
  - Presentations - 15% (Presentation and public defense of the final report.)

#### Language of instruction

Portuguese

#### Electronic validation

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07-12-2022	08-12-2022	08-12-2022	02-01-2023