**Title of the course:** Continuous Field-work

**Course code:** PSYM21-SO-111

**Head of the course:** Ujhelyi Adrienn

**Academic degree:** PhD

**Position:** Associate professor

**MAB Status:** A (T)

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| **Az oktatás célja angolul** |

**Aim of the course:**

The requirement for obtaining a master's degree is the participation in an internship for 150 hours. During the internship students have the opportunity to acquire first-hand experience in one of many professional roles and activities (HR, organizational development and counselling, PR, public communication, public opinion and marketing or scientific research, intercultural training, mentoring). As part of the internship students participate in the tasks connected to the ordinary activities of the organization. The internship is supervised by an instructor. Students have to write a self-reflective summary of their tasks and experiences.

**Learning outcome, competences**

**knowledge:**

* students will become acquainted with the structure of the given organization, the different professional roles and interaction within the firm or institute that they work for.

**attitude:**

* independent, responsible work

**skills:**

* application of theoretical knowledge to solve everyday problems during work

**autonomy, responsibility:**

* Students try to represent and apply the knowledge and skills acquired during their university education in an open, cooperative and flexible approach.
* Students should act in accordance with the ethical guidelines of psychology and also with the rules and ethical principles of the institute (place of practice).

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| **Az oktatás tartalma angolul** |

Students are assisted by the coordinators of ELTE (Krisztina Borsfay and Adrienn Ujhelyi) and the local mentor. ELTE has contracts with many companies, institutions and NGOs, but other choices are acceptable as well (e.g. Erasmus semester, use of an existing contact, special interest, etc.), in which case the student is asked to write a request to the coordinators, indicating the nature of the traineeship, the name and contact details of the organization and the local mentor.

**Possible activities**

* participating in actual projects (in the whole or in some parts of the project)
* participating in several projects doing certain parts of them
* participating in writing project proposals
* tasks related to generating projects
* other duties at the organization (meeting clients, funders, etc.)
* participating in events organized by the organization (meetings, festivals, etc.)

**Learning activities, learning methods**

* field work
* individual consultations with the mentor and the instructor
* written summary

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| **A számonkérés és értékelés rendszere angolul** |

Students must first register in Neptun, but this registration only provides the administrative framework, not equals to a valid application. This requires the student to contact the chosen internship institution and send them their professional resume and cover letter. The starting date of the internship and the specific timing of the work are the result of the agreement between the company and the student; the only requirement is to reach 150 hours.

The process is as follows:

- at the beginning of the semester, all students attend an introductory, orientation seminar

- the student will contact the chosen internship workplace (in case of any problem they can consult the coordinators)

- the student completes the internship during the semester

- written, self-reflective summary of their experience, tasks, etc.

- participation in a group discussion at the end of the semester for sharing experience (if this is not possible for any reason, individual consultation)

**Learning requirements, mode of evaluation and criteria of evaluation:**

The student can prove the completion of the internship on the Certificate Sheet, which includes the place and time of the activity, the most important tasks, the signature and evaluation of the internship mentor (excellent, passed or failed). The Certificate must be sent to the coordinator one week before the end of the examination period.

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| **Idegen nyelven történő indítás esetén az adott idegen nyelvű irodalom:** |

* no reading list

**Course-specific information (specific to a given lecture or seminar)**

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| **General data** |

**Specific (sub)title of the course (if relevant):**

**Specific (sub)code of the course (if relevant):**

**Date and place of the course:**

**Name of the lecturer:**

**Department of the lecturer:**

**Email of the lecturer:**

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| **Specific syllabus/schedule of the lecture/seminar (if relevant)** |

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| **Further specific information (eg. requirements) (if relevant)** |

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