



**LUND**  
UNIVERSITY

School of Economics and Management

**IBUH01, International Business: Traineeship, 15 credits**  
*Internationellt företagande: Verksamhetsförlagd utbildning, 15  
högskolepoäng*  
First Cycle / Grundnivå

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### Details of approval

The syllabus was approved by The Board of the Department of Business Administration on 2018-05-21 and was last revised on 2018-05-21 by Academic Director of Studies at Department of Business Administration. The revised syllabus applies from 2018-05-21, spring semester 2019.

### General Information

This course is an alternative course in International Business at undergraduate level, 61-90 ECTS. The course can only be studied within the programme International Business.

*Language of instruction:* English

*Main field of studies*

International Business

*Depth of study relative to the degree requirements*

G2F, First cycle, has at least 60 credits in first-cycle course/s as entry requirements

### Learning outcomes

A passing grade on the course will be awarded to students who:

#### Knowledge and understanding

- Demonstrate knowledge and understanding within relevant fields included in the internship, including the scientific basis of the fields.

#### Competence and skills

- Demonstrate ability to apply theories and models within the fields the internship includes.

- Demonstrate ability to independently and together with others identify, formulate and solve problems and to complete tasks within given time frames.

### **Judgement and approach**

- Within the scope of the course show ability to make assessments considering scientific, social and ethical aspects.
- Demonstrate ability to identify the need for further knowledge and continuous learning.

### **Course content**

With the support of an external supervisor at the workplace, the student should work full time with qualified tasks and participate continuously in the daily work. The tasks must be linked to the curriculum of the International Business programme.

The specific content of the course will vary depending on the student's choice of workplace and what tasks that are undertaken.

### **Course design**

It is the external supervisor at the workplace that supervises the student. The student is expected to exert an effort that corresponds to a full time job.

### **Assessment**

Examination is managed by the workplace supervisor where the internship is carried out. The student is given a certificate (the form for workplace supervisor evaluation is available on the course page) with the student's personal data, the name of the workplace/company, the time period of the traineeship and the main tasks of the student. It should also appear to which extent the student in question has been present. In order to get a passing grade, the student must send in his/her self-evaluation (the evaluation form is available at the course page). In addition, the student will submit a written reflection report in accordance with specific instructions.

To receive a passing grade all examination parts (evaluation from workplace supervisor, student self-evaluation and written report) should receive a passing grade. If the evaluation of the supervisor and the student self-evaluation have received a failing grade this cannot be completed for a passing grade. If the written report has received a failing grade it can (after completion) be upgraded to a passing grade.

It is the student's responsibility that the requested examination reaches the examiner no later than four weeks after the completed traineeship.

Any work to complete the examination in order to get a passing grade must be made no later than the semester after the finished traineeship. Note that after this you can get a certificate only regarding completed examination parts.

The examiner, in consultation with Disability Support Services, may deviate from the regular form of examination in order to provide a permanently disabled student with a form of examination equivalent to that of a student without a disability.

*Subcourses that are part of this course can be found in an appendix at the end of this document.*

## **Grades**

Marking scale: Fail, Pass.

The course can only be graded with the grades Fail or Pass.

*Plagiarism is considered to be a very serious academic offence. The University will take disciplinary actions against any kind of attempted malpractice in examinations and assessments. The penalty that may be imposed for this, and other improper practices in examinations or assessments, includes suspension from the University for a specific period of time.*

## **Entry requirements**

To be eligible for the course a minimum of 85 completed credits within the International Business program is required by the time the course starts.

## **Further information**

Applies from V19

Limitation of validity: The course may only be taken before the student has taken a Bachelor of International Business.

Limitations: The student is responsible of acquiring the appropriate internship and to finance travel, insurance, settlement, etc. The offer of placement should be in writing.

Students who are registered on one of the courses IBUH01 or IBUH03 and apply for an additional internship course must, in order to be qualified for the course, have a different internship workplace and different work tasks than in the previous registered internship course.

To be admitted to the course, the internship should not take place at an organization where the student already is employed.

Before admission to the course is made and the internship starts, the workplace, the supervisor and the main tasks must be approved by the course director.

Admission to the course: The course is offered twice every autumn semester and as a summer course. Application for the course IBUH01 takes place on a special form, Agreement (praktikavtal), which is available via the course page at Live@Lund.

Interim regulations: The course IBUH01 and the course IBUH03 overlap. Only one of these courses may be included in the same degree.

Reregistration at the course is not allowed.

## Subcourses in IBUH01, International Business: Traineeship

Applies from H19

1901 Individual assignment, 15,0 hp  
Grading scale: Fail, Pass