



School of Economics and Management

## **MGTN99, Management: Traineeship, 30 credits**

*Management: Verksamhetsförlagd utbildning, 30 högskolepoäng*  
Second Cycle / Avancerad nivå

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### **Details of approval**

The syllabus is an old version, approved by Academic Director of Studies at Department of Business Administration on 2016-04-28 and was valid from 2016-04-28, autumn semester 2016.

### **General Information**

MGTN99 is a course in Management at the advanced level.

*Main field of studies*

Management

*Depth of study relative to the degree requirements*

A1N, Second cycle, has only first-cycle course/s as entry requirements

### **Learning outcomes**

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

#### **Knowledge and understanding**

- Have knowledge and understanding within relevant fields included at the placement/company, including the scientific basis of the fields and applicable methods
- Have perspective and deeper understanding of earlier completed education

#### **Competence and skills**

- Have ability to apply theories and models within the fields the placement includes.
- Have ability to independently and together with others identify, formulate and solve problems and to complete tasks within given time frames.
- Orally and in written form present and discuss issues and situations in dialogue with different groups.
- Show ability to work independently in the fields the course relates to.

### **Judgement and approach**

- Within the scope of the course show ability to make assessments considering scientific, social and ethical aspects.
- Show ability to understand the knowledge role in society and the responsibility for how it is used.

### **Course content**

With the support of mentoring in the workplace, the student should work full time with qualified tasks and participate continuously in the daily work. The tasks must be linked to overhaul education in management.

The specific content of the course regarding the field of management vary depending on the student's choice of placement and belonging to tasks.

### **Course design**

Only supervision by the external supervisor at the placement occurs.

The student is expected to close down an effort that in all corresponds to full-time job

### **Assessment**

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

To receive a grade of the course all examination parts (evaluation of placement supervisor, student evaluation and reflection report) should receive a passed grade. If the evaluation of the supervisor and the student evaluation have received a failing grade this can not be completed for a pass grade. If the reflection report has received a fail grade it can (after completion) be upgraded to a pass 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 pass grade must be made not later than the semester after the finished traineeship. Note that after this you can get a certificate only regarding completed examination parts.

### **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**

Students registered to a Master's Programme in either management or business administration, who has passed at least one semester, or 30 ECTS-credits, are qualified for the course. For other students, at least 60 ECTS- credits in Business Administration is required. These must include a course in basic Business Administration (e.g. FEKA90 Business Administration: Introductory course in Business Administration).

## **Further information**

Limitations: The student is responsible of acquiring the appropriate trainee placement and to finance travel, insurance, settlement, etc. The offer of placement should be in writing. Before admission of the course is made and the traineeship starts the placement, the supervisor and the main tasks must be accepted by the course responsible and the examiner.

Admission to the course: The course is offered once per semester. Application for the course MGTN99 takes place on a special form, "Agreement" ("praktikavtal"), which is available via the course page in Live@Lund.

Limitation in renewed examination: Only the student's reflection report that has received a fail grade can be added to an approved rating. Students who receive a fail grade in one or more of the other examination items will receive a fail grade on the course.