



**LUND**  
UNIVERSITY

Faculties of Humanities and Theology

**ABMM07, ALM: Work Experience, 7.5 credits**  
*ABM: Verksamhetsförlagd kurs, 7,5 högskolepoäng*  
Second Cycle / Avancerad nivå

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### Details of approval

The syllabus was approved by The pro-dean for First-Cycle Studies at the Faculties of Humanities and Theology on 2015-06-09 to be valid from 2015-06-09, spring semester 2015.

### General Information

The course is an elective component of the Master of Arts programme in Archival Studies, Information Studies and Museology (ABM).

The language of instruction is mainly Swedish, but teaching in other Scandinavian languages or English may occur.

*Main field of studies*

Culture and Information Studies for Archives, Libraries and Museums

*Depth of study relative to the degree requirements*

A1F, Second cycle, has second-cycle course/s as entry requirements

### Learning outcomes

On completion of the course, the students shall be able to

#### Knowledge and understanding

- account for the host organisation and its structure, function and main operations
- provide specialised reflections in speech and writing on the relationship between theory and practice within a workplace related to the field of ABM
- provide examples of professional skills that are useful for work within the area of the placement

### Competence and skills

- analyse and critically evaluate the organisation, the place in society, and duties and routines of the host organisation
- apply theories and methods acquired in previous courses on the programme to a workplace related to the field of ABM
- independently and in dialogue with others identify, formulate and solve a delimited assignment of value to the activities of the host organisation
- provide an advanced critical assessment and oral and written presentation of an independent project executed during the work placement

### **Judgement and approach**

- use theories, methods and practical knowledge acquired on previous courses on the programme to independently and critically interpret information about phenomena, issues and situations observed in the host organisation
- critically judge their own performance and reflect on its relevance and importance for the host organisation
- judge their own skills and identify their need of further knowledge in relation to the labour market of relevance to the programme

### **Course content**

The aim of the course is to provide students with the opportunity to apply theoretical, methodological and practical knowledge acquired previously on the programme to the activities of an host organisation within the field of ABM or the equivalent. The course includes 4 weeks of work placement corresponding to full-time work. The remaining time on the course is to be used for finalising the assignments to be assessed.

The course provides students with practical experience and understanding of an organisation within the field of ABM and specialised theoretical and practical knowledge and skills within the field of the host organisation. Students are also enabled to develop general skills such as information retrieval and mediation, project work, reporting and independent work in a professional context. The placement is expected to offer qualified professional tasks that provide students with an advanced understanding of work at an organisation within the field of ABM, of relevance to both further studies and the labour market.

During the course, the student is to formulate, in consultation with a supervisor from the course and a representative from the host organisation, a relevant individual assignment to be completed during the course period. No academic requirements are set on this assignment. Furthermore, the student is to participate in the daily work of the host organisation and take part of varying duties supported by a placement supervisor.

### **Course design**

The teaching consists of a work placement, supervision and approximately three seminars.

Attendance at the placement and participation in all seminars are compulsory. Absence from compulsory components is compensated for by a written assignment.

## **Assessment**

The assessment is based on:

- continuous written reports to the supervisor during the work placement
- oral and written report of an independent assignment on the host organisation in a form appropriate to its activities
- a written placement report including theoretical perspectives and reflections on the work placement from an ABM perspective
- oral presentation of the work placement report

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

## **Grades**

Marking scale: Fail, Pass.

To be awarded a grade Pass, students must attend at least 80 per cent of the work placement, complete all assessed components and attain the learning outcomes of the course.

## **Entry requirements**

To be admitted to the course, the student must have passed one of the courses ABMM32, ABMM52 or ABMM72. Only students registered on the Lund University Master of Arts programme in ABM will be admitted.

## **Further information**

It is the responsibility of the student to find a work placement and to finance travel, accommodation etc. during the placement period. The student may not receive a salary from the host organisation. To be registered on the course, the work placement supervisor and the student's principal duties must be approved by the examiner. The work placement period may not be scheduled outside the course period.

## Subcourses in ABMM07, ALM: Work Experience

Applies from H15

1501 Work Experience, 7,5 hp  
Grading scale: Fail, Pass