COURSE DATA

DATA SUBJECT

Code: 35381
Name: Orientation, resources and techniques for Catalan Philology
Cycle: Undergraduate Studies
ECTS Credits: 6
Academic year: 2026-27

STUDY (S)

Degree	Center	Acad. year	Period
1001 - Degree in Catalan Studies	Facultat de Filologia, Traducció i Comunicació	1	First quarter

SUBJECT-MATTER

Degree	Subject-matter	Character
1001 - Degree in Catalan Studies	Language	BASIC

COORDINATION

RIBERA I CONDOMINA JOSEP ENRIC

ROSELLO IVARS RAMON J

SAIZ RAIMUNDO MARIA

SUMMARY

This is a generic subject, included in the Basic Philological Training module of the Catalan Philology degree. The contents of the subject Guidance, resources and techniques for Catalan philology will serve as guidance in the university environment and in the resources and techniques for university study and for academic training in the Catalan language.

Special attention will be paid to knowledge of information and communication technologies and content related to rights, principles and values within the framework of university education. Specifically, the following sustainability objectives are addressed: quality education (SDG 4), gender equality (SDG 5), and reduced inequalities (SDG 10).

The basic objectives of the subject are:

- Know the characteristics, the specific values of university studies and professional applications.

- Know and learn to use the means of university academic communication, especially communication and information technologies (virtual classroom, e-mail, word processing, bibliographic research, etc.).

- Improve students' competence in writing formal Catalan academic texts.

- Master the techniques of planning, textualization and revision of the fundamental formal written texts of the academic field and which the student will use during the degree.

The subject participates in the teaching innovation projects of the consolidated groups GESOLCAT (GCID23_2585499) and TREFINCAT (GCID23_2586507).

PREVIOUS KNOWLEDGE

RELATIONSHIP TO OTHER SUBJECTS OF THE SAME DEGREE

There are no specified enrollment restrictions with other subjects of the curriculum.

OTHER REQUIREMENTS

In order to pass this subject, a sufficient mastery of the regulations of the Catalan language is advised.

COMPETENCES / LEARNING OUTCOMES

1001 - Degree in Catalan Studies

Apply information and communication technologies and computer tools to language studies.

Apply quality criteria in philological work.

Know the grammar and develop communicative competences in Catalan.

Ser capaz de localizar, manejar y sintetizar información bibliográfica en el área de la filología catalana.

Show ethical commitment in the field of language studies as regards gender equality, equal opportunities, the values of the culture of peace and democratic values and environmental and sustainability issues, and have an understanding and appreciation of linguistic diversity and multiculturalism.

Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.

Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.

Work and learn autonomously and plan and manage work time.

Work as a team in the environment of language studies and develop interpersonal relations.

DESCRIPTION OF CONTENTS

1. University studies and professional applications

- University academic communication: writing and using e-mail. The virtual classroom as an academic communicative environment
- The values of university studies and professional applications
- University studies and communication and information technologies . Use and abuse of artificial intelligence (AI)

- Bibliographic research: training in IT and informational skills

2. Writing academic texts

2.1 The planning of the text: the selection of information, the brainstorming and the point of view
- Documentation, citations, bibliographic references
- The organization of information: the outline of the text (hierarchy and arrangement of information), the network of logical relationships (implication, causality, precedence-succession, analogy, opposition, exemplification and generalization)
- The first draft of the text. Usefulness of artificial intelligence
2.2 The writing of the text
- The structuring: the paragraphs and elements of textual cohesion
- The architecture of the sentence: size and rhythm of the sentences
- Grammatical correction
- The score
- Citation of sources
2.3 The revision of the text
- Evaluation of the writing: adaptation to the writing project
- Readability, correctness and communicative relevance
- Text correction techniques. Use of artificial intelligence as a tool for correction

3. The textual models

The reading sheet
- The thematic sheet
- The evaluative review
- Academic work

Learning outcomes

By the end of this course, students are expected to achieve the following learning outcomes:

- Be able to correctly write texts in Catalan.

- Properly use the resources of the University of Valencia, especially those of the library.
- Be able to produce common academic texts in Catalan philology.
- Be able to generate and expand ideas, relate and outline ideas for writing texts, and use techniques for reviewing and correcting one's own texts.
- Know how to identify and define information needs, evaluate information sources, and use them in the production of academic texts.
- Properly and ethically use bibliographic citations.

WORKLOAD

PRESENCIAL ACTIVITIES

Activity	Hours
Theory	30,00
Computer classroom practice	30,00
Total hours	**60,00**

NON PRESENCIAL ACTIVITIES

Activity	Hours
Attendance at other activities	4,00
Individual or group project	10,00
Independent study and work	5,00
Preparation of lessons	56,00
Preparation for assessment activities	15,00
Resolution of case studies	0,00
Total hours	**90,00**

TEACHING METHODOLOGY

The contents of the course are introduced based on the previous knowledge of the learner, who must actively participate in the development of the learning process.

The development of the course is structured, weekly, in one theoretical session and one computer classroom session, for which the teacher can make some work materials available to the students. In addition, there is a two-hour practical session in which specific aspects of the organization and operation of the University of Valencia, the Faculty of Philology, Translation and Communication, and the Degree in Catalan Philology will be addressed. In this sense, participation in the *Entreiguals* mentoring program is recommended. On the other hand, written communicative competence will be worked on in the academic field, with the planning, writing and revision of texts in general, as well as specific assessment texts.

In summary, the classes will follow an approach based mainly on the communicative and participatory method. In theoretical classes, there will be a minimum of lectures, with the aim of promoting a cooperative learning process, in which readings and class interventions by students will be essential to assimilate theoretical knowledge. In practical classes, theoretical knowledge will be applied to the production of written texts. To do so, it will be necessary to use computer rooms in the practical sessions corresponding to each topic.

Preparation of theoretical classes

The theoretical classes will be prepared based on the bibliographical references cited as basic, which the teaching staff will specify to the students for the development of each topic. If the teacher considers it appropriate, this material may be expanded with other documents that the student will find in the Virtual Classroom.

Preparation of practical work

The preparation of practical work includes:

1. ***Reading shee****t*. Summary of an academic document. This text, which is part of the teaching innovation project *Writing, oral expression and academic discourse in the subjects of the Catalan Philology area,* will be done at the beginning and at the end of the course.

2. ***Critical review***. Writing a critical review on a book of the area of Catalan philology, conceived for a specialized or general information journal.

3. ***Group research work***. Academic work of written expression. It consists of the bibliographic search of academic documents on the topic that will be established at the beginning of the course and in the writing of a research work following the guidelines indicated by the teaching staff.

4. **Participation in the *Entreiguals* mentoring program** or the preparation of a questionnaire on the organizational and functional structure of the university institution and the Degree in Catalan Philology.

The teacher will provide explanations, descriptions and models for correct textual production. The student will apply knowledge on computer and information skills, as well as on academic communication, which will be taught in topic 1.

Rules for the presentation of texts on paper and in the Virtual Classroom:

Each page must be numbered and include the student's full identification (name and surname, email address, degree), the identification of each text (type of text, complete contextualization, etc.) and comply with the presentation rules worked on in class.

Practices 1, 2 and 3 must be written in a standard formal register according to the instructions worked on in class, Times New Roman font, size 12, and a line spacing of 1.5.

Within the framework of the teaching innovation projects, students will be able to participate in

the academic blog of the Department of Catalan Philology to document good teaching practices and show examples of academic work.

The subject's teaching staff will ensure the presentation and discussion of the rubrics provided by the consolidated teaching innovation groups GESOLCAT and TREFINCAT within the framework of the PIEC *Writing, oral expression and audiovisual discourse in the subjects of the area of Catalan Philology* and *ICT methodologies, tools and resources for the TFG of Catalan Philology*, respectively. The completion of an assessable or non-assessable practice of oral/written expression in accordance with these rubrics will be ensured, with the adaptations that are considered appropriate. This practice will serve as an instrument to control the progress of each student. The results must be recorded in order to be able to provide them to the teachers of the control subjects of the following course or, where appropriate, to the TFG coordinators.

As a general rule, in the production of texts and writings, the development of the student's ethical commitment will be taken into account, especially with regard to the knowledge and appreciation of linguistic diversity and multiculturalism.

Tutorials

The teaching staff will be available to students during their tutorial hours to answer any questions or queries related to the subject, especially those related to theoretical or procedural aspects.

The teachers and students will use the Virtual Classroom and email as a means to communicate changes, details about the practices, etc. However, attendance at face-to-face tutorials is recommended to deal with questions or queries of an individual or specific nature.

Within the framework of the "Authors in the classroom" cycle, sessions with guest speakers may be organized. At the beginning of the course period, information will be provided on the possible complementary activities that will be organized and their impact on teaching and assessment.

EVALUATION

The students' competence in writing texts will be evaluated through writing exercises and a final exam as follows:

1. Reading sheet [5%]

2. Critical review [10%]

3. Academic group work [10%]

4. Entreiguals program or test on the organizational and functional structure of the institution and the Degree [5%]

5. Final exam [70%]

The practical nature of the subject necessarily requires following the sessions. Practices 1 to 3 can be handed in the second call provided they were also submitted in the first call. If the student does not attend the Entreiguals program, the alternative test can be handed in the second call as well.

To pass the subject, a minimum of 1 point (out of 3) must be obtained in the practices, a minimum of 3 points (out of 7) in the final exam, and the sum of both aspects must be equal to or higher than 5 points.

Attention:

According to the criteria agreed by the Council of the Department of Catalan Philology, committing normative linguistic errors will lead to a grade of "fail", regardless of the grade for the content.

Intellectual honesty is vital in academic communities and for the fair assessment of students' work. All work submitted for this course must be the student's own original work. Assignments involving fraudulent collaboration will not be accepted, in accordance with the "Protocol on dealing with fraudulent practices at the University of Valencia", approved by the Governing Council on 14 July 2020. ACGUV 123/2020. The use of artificial intelligence tools shall comply with the provisions of the "Guidelines for the responsible use of artificial intelligence (AI) in teaching and assessment activities at the University of Valencia" or any regulations that may replace them.

The grading system follows the regulations of the University of Valencia approved by the Consell de Govern on May 30, 2017. ACGUV 108/2017.

p>

REFERENCES

BASIC

LLUCH, G. i NICOLÀS, M. (2015): *Escriptura acadèmica. Planificació, documentació, redacció, citació i models*. Barcelona: Editorial UOC.

INSTITUT D'ESTUDIS CATALANS (2007): *Diccionari de la llengua catalana (DIEC2)*. Barcelona: IEC. En línia: https://dlc.iec.cat/.

INSTITUT D'ESTUDIS CATALANS (2016): *Gramàtica de la llengua catalana (GIEC)*. Barcelona: IEC. En línia: https://giec.iec.cat/inici.

INSTITUT D'ESTUDIS CATALANS (2017): *Ortografia catalana (OIEC)*. Barcelona: IEC. En línia: https://oiec.iec.cat/inici.

INSTITUT D'ESTUDIS CATALANS (2018): *Gramàtica essencial de la llengua catalana (GEIEC)*. Barcelona: IEC. En línia: https://geiec.iec.cat/inici.

INSTITUT D'ESTUDIS CATALANS (2019): *Gramàtica bàsica i d'ús de la llengua catalana (GBU)*. Barcelona: IEC. En línia: https://gbu.iec.cat/inici.

INSTITUT D'ESTUDIS CATALANS (2025): *Diccionari essencial de la llengua catalana (DEIEC)*. Barcelona: IEC. En línia: https://deiec.iec.cat/.

MESTRES, J. M. *et alii* (2009): *Manual d'estil*. *La redacció i l'edició de textos*. Vic: Eumo. En línia: https://estil.iec.cat/index.html.

NICOLAU FUSTER, F. i CUENCA ORDINYANA, M. J. (2008): *Pensar, organitzar, escriure*. Barcelona: Editorial UOC.

COMPLEMENTARY

CASSANY, D. (1993): La cuina de lescriptura. Barcelona: Empúries.

CONCA, M.; et alii (1998): *Text i gramàtica. Teoria i pràctica de la competència discursiva*. Barcelona: Teide.

PÉREZ SALDANYA, M. i CUENCA, M.J. (ed.) (2002): *Guia d'usos lingüístics 1. Aspectes gramaticals*. València: Institut Interuniversitari de Filologia Valenciana. En línia: http://www.ua.es/institutos/inst.filovalen/Guiausos.pdf].

PUJOL, J. M. i J. SOLÀ (2000); *Ortotipografia*. Barcelona: Columna.