



Escola Politècnica Superior
d'Enginyeria de Manresa

UNIVERSITAT POLITÈCNICA DE CATALUNYA

MANUAL FOR REQUESTING A TFE



This application is the virtual tool that replaces the TFE offer board and allows for the presentation of the relationship and details of all Final Study Projects (TFG and TFM) available within the school's programs. It enables students to explore and choose the project that best fits their interests.

Let me know if you need further translations or refinements!

The application includes a Professor profile, which allows for the management of TFE offers, and a Student profile, which enables students to select the TFE they wish to pursue.

Once the professor assigns a TFE to the student and the student accepts it, the TFE registration will be completed automatically.

Next, Academic Management will review whether the student meets the conditions to enroll in the TFE. Once approved, the student will be able to complete their enrollment along with the rest of their courses within the period outlined in the academic calendar.

LINK TO THE WEB APPLICATION

<https://www.epsem.upc.edu/ca/estudis/tfg-tfm/ofertes-treballs-fi-destudis>

ACCES TO THE TOOL

Students enrolled in Bachelor's and Master's programs at EPSEM who meet the requirements to register for the TFE have access to the application.

If you encounter access issues, please contact us by creating a Ticket (https://demana.upc.edu/siae_upcmanresa/).

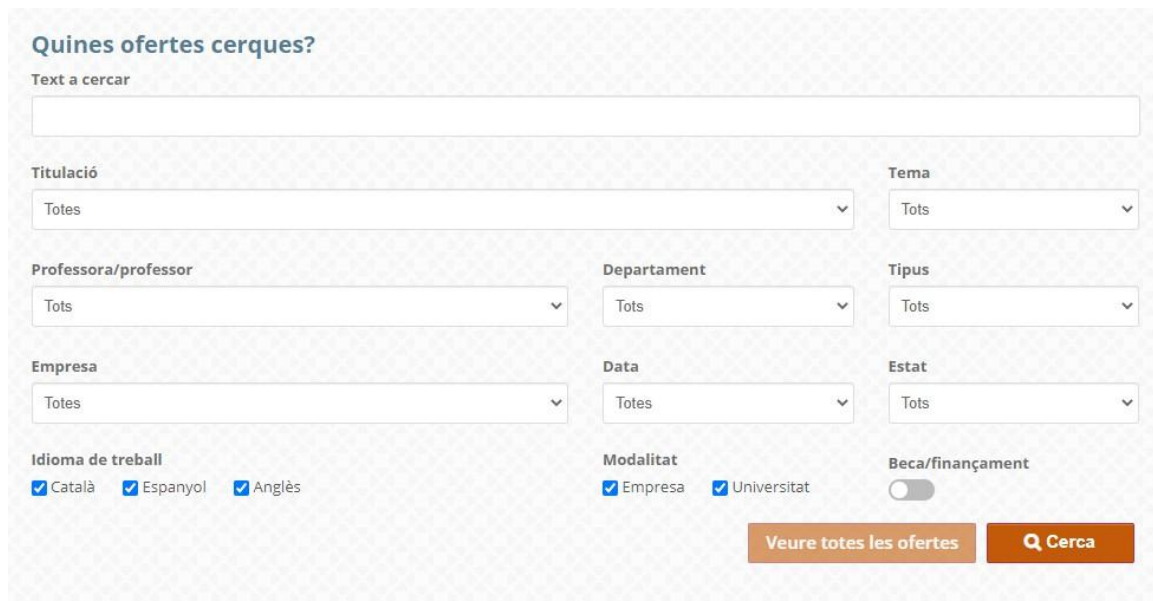
Users must log in using their usual UPC intranet username and password (typically formatted as name.surname).



OFFER SEARCH TOOL

Mostra cercador  Plega tot  

At the top right corner of the application, you will find the "Show Search" button.



You can refine your TFE offer search by specifying fields such as:

- Degree Program: Search only for TFE offers linked to your degree program
- Department: Search only for TFE offers from a specific department.
- Professor: Search for offers proposed by a specific professor.

Or select "View all offers" to see all the TFE offers currently available.

Once the information has been specified, click the "Search" button



To view a specific offer, click on the arrow  that appears on the left side of the offer title.



A summary of the offer will then appear

Oferta de prova TFG Directora/director: Amblas Marondo, Gemma Proposta

<p>Directora/director: Amblas Marondo, Gemma Email de la professora/professor: gemma.amblas@upc.edu Departament de la professora/professor: 184-UTGM</p> <p>Titulacions:</p> <ul style="list-style-type: none">▪ 2009 - Grau en Enginyeria Elèctrica <p>Descripció: Descripció de l'oferta de prova</p>	<p>Identificador de l'oferta: 330-00001</p> <p>Modalitat: Universitat Possibilitat de beca/finançament: No</p> <p>Idiomes d'elaboració del treball:</p> <ul style="list-style-type: none">▪ Català▪ Espanyol▪ Anglès
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Més info

To view the full details of the offer, click "**More Info**"



OFFER STATUSES

TFE offers can have the following statuses:

- Public: Offers that can be requested by a student.
- Assigned: Offers that have already been allocated to a student.

Pública

Assignada

REQUESTING A TFE

When you find a TFE offer that matches your needs, you can select it by clicking the "Request Offer"



By default, when a request is created, it is auto-filled with the student's information.

- Full Name
- DNI
- Email

The student will have access to add the following information:

- Phone number: Text field.
- Comments: Text field



Next, the professor will receive a notification.

It is recommended that before proceeding, the student and professor get in touch to introduce themselves and resolve any questions they may have.

The professor will then assign the offer to a student. If multiple students have requested the same TFE, the remaining students will be rejected, allowing them to apply for another offer.

Students can have only one TFE request in progress at a time.

If a request is not accepted, the student will not be able to submit a new request for another TFE until the professor rejects the offer.

Once the student's offer has been assigned, they will receive a confirmation stating that they have been selected for that offer.

For any inquiries regarding the use of the tool, contact us via a Tiquet Demana.

https://demana.upc.edu/siae_upcmanresa/



TO REMEMBER

- Application link
<https://www.epsem.upc.edu/ca/estudis/tfg-tfm/ofertes-treballs-fi-destudis>
- "Public" Offers: These are the ones available for request
- After a student requests an offer, the professor assigns it, and the student must accept it.
- Once accepted, the offer is automatically registered
- Registration takes place in **July**, at the same time as the enrollment for other subjects.
- Contact for inquires:
https://demana.upc.edu/siae_upcmanresa/