

## 28814 - Company: Organisation and Management

### Syllabus Information

---

**Academic Year:** 2019/20

**Subject:** 28814 - Company: Organisation and Management

**Faculty / School:** 175 - Escuela Universitaria Politécnica de La Almunia

**Degree:** 424 - Bachelor's Degree in Mechatronic Engineering

**ECTS:** 6.0

**Year:** 2

**Semester:** First semester

**Subject Type:** Compulsory

**Module:** ---

## 1.General information

### 1.1.Aims of the course

The knowledge and use of basic instruments linked to the business management and organization, intended for a profile of technical knowledge and training. Specific goals are:

- Mastering the basics of organizational design in the company
- Understanding the impact of time in the valuation of resources in financing and investment operations
- Learning about the impact of technology, environment, culture, power and conflict on organizational design processes and the structure of organizations.
- The understanding of the economic phenomena that affect them day by day, not only as students, future engineers but as individuals trained members of a society as well.
- Knowledge of an economic, business and organizational glossary, necessary for analysis and discussion.
- Analyzing, from the available information, the organization of the economic activity of the company.
- Explaining the company's relationships with its environment
- Ability to show, through the resolution of practical cases published to that effect, all the theoretical knowledge acquired, making an impact on their autonomous work, given the importance of off-site credits within the framework of the HEES.

### 1.2.Context and importance of this course in the degree

The subject Organization and Business Management is part of the Degree in Mechatronics Engineering. It is a subject of the second year, located in the third semester and catalogued compulsory, with a teaching load of 6 ECTS credits

The importance of the subject in the degree is justified in that its design aims at the introduction of the student into the current economic context, which requires professionals with this degree to develop and strengthen their basic training in economics in the field of Business Organization and Management. The subject aims at providing the student with the necessary knowledge in these disciplines, as well as a conceptual framework in which it can accommodate the knowledge that will subsequently be acquired from other subjects and studies in their training for the profession itself.

### 1.3.Recommendations to take this course

Although there are no prerequisites, it is recommended that the students taking this subject take into account the knowledge acquired in the first year course subject called *Business*.

For a suitable follow-up of the course, the student is recommended to have an active attitude towards the course in terms of regular class attendance, completion of the suggested practice tasks, dedication and individual study

## 2.Learning goals

### 2.1.Competences

### 2.2.Learning goals

### 2.3.Importance of learning goals

### 3.Assessment (1st and 2nd call)

#### 3.1.Assessment tasks (description of tasks, marking system and assessment criteria)

### 4.Methodology, learning tasks, syllabus and resources

#### 4.1.Methodological overview

The learning process designed for the course is based on a strong interaction between the teacher and the student, through the division of work and the responsibilities of both.

The current subject Organization and Business Management is conceived as an autonomous combination of contents, but organized in two fundamental and complementary ways, the understanding of the theoretical concepts of each didactic unit and the resolution and analysis of problems, through different activities.

In order to achieve the learning outcomes of this subject, the teaching organization will be developed through blocks of content:

- Block I: The concept of a company is treated as a systemic organization. Likewise, the capital is analyzed throughout the time in commercial operations, of financing and of investment using financial mathematics for that purpose.
- Block II: The processes of planning and optimization in the purchase management and those of planning and optimization in the inventory management in the company are treated.
- Block III: It refers to project planning processes and aspects derived from quality control as a competitive advantage.

#### 4.2.Learning tasks

The course includes the following learning tasks:

- Lectures: The theoretical concepts of the subject are explained and illustrative examples are developed as a support to the theory when necessary.
- Practice session: Focused on the explanation, solution and discussion of practical cases that require a strong involvement of the student.
- Tutored activities: Programmed for the supervision of monitored work requiring a high level of advice by the teacher, as well as for the follow-up of the learning in which the teacher guides the students about the methodology of study necessary or more convenient for the assimilation of the aspects developed in each unit.
- Individual Tutorials: Those carried out having individual, personalized attention of the teacher. They may be in person or online.
- Reinforcement activities, through the learning virtual portal Moodle, in which cases and readings that reinforce the basic contents of the course will be dealt with.
- Autonomous activities of students to:
  - The study, understand and take in the theoretical and practical contents.
  - Preparation of topics for debate in class and resolution of suggested problems.
  - Preparation of written tests for Continuous and Global Assessment.

#### 4.3.Syllabus

The course will address the following topics:

- **Section I.**
  - Topic 1. Introduction to Operation Function
  - Topic 2. Financial Operations
- **Section II.**
  - Topic 3. Purchasing function. Supplies
  - Topic 4. Inventory Management with independent demand.
  - Topic 5. Inventory Management with dependent demand
- **Section III**
  - Topic 7. Statistical quality control for finished products
  - Topic 8. Scheduling and project control

#### 4.4.Course planning and calendar

The subject has 6 ECTS credits, which represents 150 hours of student work in the subject during the semester, in other

words, 10 hours per week for 15 weeks of class.

The summary of the temporary distribution of activities course would be as follows.

- Lectures (1,8 ECTS: 45 hours)
- Practice session (0,6 ECTS: 15 hours)
- Tutored activities (2,6 ECTS: 65 hours)
- Autonomous work and study (1 ECTS: 25 hours)

The weekly distribution of the course from the Blocks of content would be as follows:

- Block I. Week 1 to Week 5
- Block II. Week 6 to Week 10
- Block III. Week 11 to Week 15

Compliance with the indicated timeframes is subject to change according to the learning pace of the students in each block and depending on any other circumstance justified and not expected at the beginning of the course.

Further information concerning the timetable, classroom, office hours, assessment dates and other details regarding this course will be provided on the first day of class or please refer to the website and Moodle:

<https://eupla.unizar.es/asuntos-academicos/calendario-y-horarios>

<https://moodle2.unizar.es>

The information concerning the timetable of the tutoring activities can be found at:

<https://eupla.unizar.es/la-eupla/directorio>

The dates of the final exams will be those that are officially published at:

<http://www.eupla.unizar.es/asuntos-academicos/examenes>

#### **4.5. Bibliography and recommended resources**

The materials to support the subject can be found in Moodle, at the reprography desk or handed out directly in the classroom.

The updated bibliography of the subject is consulted through the web page of the library.

[http://biblos.unizar.es/br/br\\_citas.php?codigo=28814&year=2019](http://biblos.unizar.es/br/br_citas.php?codigo=28814&year=2019)