

Academic Year/course: 2021/22

## 28520 - Human Resources: Management and Leadership

### Syllabus Information

**Academic Year:** 2021/22

**Subject:** 28520 - Dirección y gestión de recursos humanos

**Faculty / School:** 108 - Facultad de Ciencias Sociales y del Trabajo

**Degree:** 428 - Degree in Labour Relations and Human Resources

**ECTS:** 6.0

**Year:** 3

**Semester:** First semester

**Subject Type:** Compulsory

**Module:**

### 1. General information

### 2. Learning goals

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

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

#### 4.1. Methodological overview

The learning process that has been designed for this subject is based on:

##### Onsite activities

**Lecture Class (T1):** Key concepts and contents that students must acquire are presented. The development of the classes is supported by the Class Manual

**Practice sessions (T2):** They are participatory and they are based on the preparation, discussion and resolution of cases and exercises related to theoretical contents. The purpose is that students understand matter and developing capacities for analysis and application of the contents acquired in lectures.

**Group tutorials (T6):** It covers various activities focused and applied to group work such as: resolution of doubts, verification of its correct development, understanding of the contents and work follow-up

##### Off-site activities

**Group work (T6):** Groups of no more than five students will be formed. Each group will perform two works in the semester, which will consist of analysis, commentary and reflection on news or readings related to the contents of the subject. The objective of this activity is that students improve their skills and abilities related to teamwork, information search, analysis and synthesis of content, schematization and expository capacity

**Autonomous work:** The student must review and assimilate the contents taught in the theoretical and practical classes and, if appropriate, the student must solve the tasks and perform the work that is requested for delivery in class

Distribution of 150 hours per student between different types of activities:

- Lecture Class (T1): 30 h
- Practice Sessions (T2): 30 h

- **Groups Tutorial (T6) and Assessment: 15 h**
- **Autonomous Work: 75 h**

## **4.2. Learning tasks**

**Distribution of 150 hours per student between different types of activities:**

- **Lecture Class (T1): 30 h**
- **Practice Sessions (T2): 30 h**
- **Groups Tutorial (T6) and Assessment: 15 h**
- **Autonomous Work: 75 h**

## **4.3. Syllabus**

- 1. HUMAN RESOURCE MANAGEMENT**
- 2. STRATEGIC HUMAN RESOURCE MANAGEMENT**
- 3. HUMAN RESOURCE PLANNING**
- 4. ANALYSIS AND JOB DESCRIPTION**
- 5. JOB EVALUATION**
- 6. PERFORMANCE ASSESSMENT**
- 7. COMPENSATION**

## **4.4. Course planning and calendar**

### **Onsite sessions and assignment presentation**

Timetable and work planning (lectures, practice sessions and group presentations) will be announced at beginning of the academic year.