

28527 - Socio-Labour Auditing

Syllabus Information

Academic Year: 2021/22

Subject: 28527 - Auditoría sociolaboral

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

Degree: 428 - Degree in Labour Relations and Human Resources

ECTS: 6.0

Year: 4

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 designed for this subject is based on the following:

The learning process that has been designed for this subject is based on these axes: theory sessions, explaining the subject; practical class sessions, where active learning methodologies will be used; tutorials; and the student's personal and team work.

The development of the subject will be done in a non face-to-face way, through Unizar platforms, such as add, google meet or similar, e-mail, etc.

4.2. Learning tasks

The programme offered to the student to help him/her to achieve the expected results comprises the following activities...

Type 1 Explanatory classes
These consist of an orderly presentation of the content of the subject by the lecturer, who will give an overview of the subject matter by presenting facts, events, experiences, principles or theories. In them, the student will have the opportunity to ask questions and participate in the discussions that may arise.

Type 2 practical teaching activities
These will involve a more practical approach to the subject, through exchanges of ideas, debates, problems, cases, individual and/or group work, etc. They will take place on the dates indicated and in the groups established in accordance with the timetables drawn up by the dean's team. Each of them may contain both individual and group work. Among other methodologies, case studies, comments on readings and teamwork will be used.

Type 6 teaching activities
These will consist of preparation and in-depth study of the topics proposed for the Type 2 practical activities, through the analysis of relevant documentation and the carrying out of field activities typical of the qualitative methodology of social research, commentary and reflection on news or readings related to the contents of the subject. They will be carried out in groups, in accordance with the proposed topics. Type 6 teaching activities will be assessed jointly with Type 2 teaching

A u t o n o m o u s **w o r k**

The autonomous work to be carried out will consist of reading and studying the material taught in class, as well as reading the recommended bibliography.

The structure of the course is organised in two parts. The first part, made up of topics 1 to 5, corresponds to Business Management and Organisation. The second part, made up of topic 6, corresponds to the area of Sociology

SUBJECT 1.- AUDITING. GENERAL CONCEPTS

SUBJECT 2.- THE AUDITOR

SUBJECT 3.- THE AUDIT OF HUMAN RESOURCES

SUBJECT 4.- REGULATIONS, METHODOLOGY AND TECHNIQUES IN THE PERFORMANCE OF AUDITS

SUBJECT 5.- THE AUDIT REPORT

SUBJECT 6.- APPLICATION OF QUALITATIVE DATA COLLECTION TECHNIQUES TO AUDITING

Calendar of classroom sessions and presentation of work

The course has 6 ECTS credits, which implies 150 hours of student work. These 150 hours are structured as follows

Online activities (78.75 hours)

- Lectures (T1): 30.00 hours
- Practical work (T2): 30.00 hours
- Tutored work (T6): 13.75 hours
- Evaluation tests: 5.00 hours

Non-attendance activities (71.25 hours)

- Autonomous work: 60.00 hours
- Team work: 11.25 hours

At the beginning of the course, the teaching staff will inform the students of the key dates for the different activities that will be assessed; the dates for the delivery of the proposed work, seminars, etc.

The course is structured in theory classes (lectures with active student participation) and practical classes (case studies, exercises, reading comments and teamwork). The timetable detailing each activity will be made available to students at the beginning of the course.

In addition, tutorial activities and/or seminars will be held in small groups, on the dates and in the places established by the Centre.

The official dates of the global tests will be published by the Centre well in advance for all exams.