

Academic Year/course: 2021/22

## 29731 - Business Management and Organization

### Syllabus Information

**Academic Year:** 2021/22

**Subject:** 29731 - Business Management and Organization

**Faculty / School:** 110 - Escuela de Ingeniería y Arquitectura

**Degree:** 434 - Bachelor's Degree in Mechanical Engineering

**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

This is a 6 ECTS course, one-semester length. The methodology combines lectures, resolution of problems and the development of a project.

#### 4.2. Learning tasks

The course includes 6 ECTS organized according to:

- Lectures (1.8 ECTS): 45 hours.
- Laboratory sessions (0.32 ECTS): 8 hours.
- Guided assignments (0.98 ECTS): 24 hours.
- Autonomous work (3.0 ECTS): 75 hours.
- Tutorials

**Lectures:** the professor will explain the theoretical contents of the course and solve illustrative applied problems. These problems and exercises can be found in the problem set provided at the beginning of the semester. Lectures run for 3 weekly hours. Although it is not a mandatory activity, regular attendance is highly recommended.

**Laboratory sessions:** sessions will take place every 2 weeks (4 sessions in total) and the last 2.0 hours each. Students will work together in groups actively doing tasks such as practical demonstrations, measurements, calculations, and the use of graphical and analytical methods.

**Guided assignments:** students will complete assignments, problems and exercises related to concepts seen in laboratory sessions and lectures. They will be submitted at the beginning of every laboratory sessions to be discussed and analyzed. If assignments are submitted later, students will not be able to take the assessment test.

**Autonomous work:** students are expected to spend about 75 hours to study theory, solve problems, prepare lab sessions, and take exams.

**Tutorials:** the professor's office hours will be posted on the degree website to assist students with questions and doubts. It is beneficial for the student to come with clear and specific questions.

### **4.3. Syllabus**

The course will address the following topics:

#### **Section I. STRATEGIC MANAGEMENT:**

Strategic Analysis. Strategy Planning and Implementation.

#### **Section II. OPERATIONS AND HUMAN RESOURCE MANAGEMENT:**

Introduction to Operations Management.

Industrial Location Decisions.

Production Processes and Plant Distribution Analyses.

Work Organization and Occupational Risk Prevention.

Integrated Production Management Systems.

Operations Programming and Control.

Supply Logistics.

Distribution Logistics.

Quality in Operations.

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

Three classroom-hours per week (15 weeks) that include lectures and resolution of problems. The student will also have 4 lab classrooms of 2 hours each (8 hours total) and he/she will carry out a firm development project (oriented by his/her teacher), with a final oral presentation.