

Academic Year/course: 2022/23

## 68863 - Complementary training in Human Resource Management

### Syllabus Information

**Academic Year:** 2022/23

**Subject:** 68863 - Complementary training in Human Resource Management

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

**Degree:** 632 - Master's Degree in Strategic Human Resources Management

**ECTS:** 4.0

**Year:** 1

**Semester:** First semester

**Subject Type:** ENG/Complementos de Formación

**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 training complementary courses are designed with a student-centred approach, considering the student as the main protagonist of the learning process. For this reason, the methodology proposed for the subject is a combination of different techniques:

- Lecture class: on the contents of the complements by the teaching staff.
- Practice sessions: This technique allows the student to analyse different professional situations in order to apply the knowledge acquired at a theoretical level and find solutions to real situations.
- Tutorials and assessment.
- 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

Given the characteristics of the Master's, these activities are carried out both face-to-face and online.

The approach, methodology and evaluation of this guide is prepared to be the same in any teaching scenario. They will be adjusted to the socio-sanitary conditions of each moment, as well as to the indications given by the competent authorities.

#### 4.2. Learning tasks

Distribution of 100 hours per student between different types of activities:

Lecture Class (T1): 12 h

Practice Sessions (T2): 10 h

Groups Tutorial and Assessment: 11 h

Autonomous Work: 67 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