

28501 - Corporate organisation

Syllabus Information

Academic year: 2023/24

Subject: 28501 - Corporate organisation

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

Degree: 428 - Degree in Labour Relations and Human Resources

ECTS: 6.0

Year: 1

Semester: First semester

Subject type: Basic Education

Module:

1. General information

The subject of Business Organisation aims to provide the student with a first approach to the real world of organisations, as a form of introduction to the field in which human resources management is developed. and the principal aspects of labour relations.

This is an introductory course in the field of business organization. Therefore, it aims to give a general overview of the company, developing in an elementary way ideas and concepts that will be expanded later in other subjects.

The program will be divided into two distinct blocks:

In the first one, the aim is to provide basic knowledge on the fundamentals of Business Economics and Organization Theory. We will focus on the development of the concept and types of companies, in addition to analyzing the role of the entrepreneur.

In the second, the course studies what currently represents the organizational function in the administration of companies. The concept and importance of the company's management process is analyzed. The main management functions are described, highlighting their key importance to achieve an improvement in the operation of the company.

These approaches and goals are aligned with the following Sustainable Development Goals (SDGs) of the United Nations Agenda 2030 (<https://www.un.org/sustainabledevelopment/es/>), such that the acquisition of the learning results of the subject provides training and competence to contribute to some extent to the following SDGs: 8: Decent work and economic growth; 10: Ensuring sustainable consumption and production patterns

2. Learning results

- Identify and understand the most relevant contributions of Organization Theory.
- Be able to prepare and apply productivity ratios.
- Understand the diversity of business and organizational functions, as well as the special characteristics of management work.
- Be able to understand the logical process of planning, designing organization charts and assigning functions.
- Be able to use and interpret information, make diagnoses and provide proposals for organizational improvement.
- Understand the strategic relevance of management functions in the organization.

3. Syllabus

The course program will be developed around the following units:

1. Concept of company and types of companies.
2. The actual logistics process.
3. The logistical process of financing.
4. The managerial function in the company.
5. The decision making process.
6. The organizational structure of the company.
7. Business planning.
8. The control of business activity.

4. Academic activities

Lectures (T1): 30 hours.

Theoretical-practical sessions in which the contents of the subject are explained.

Problems and cases (T2): 30 hours

Problem solving sessions and case studies

Teaching work (T6): 27 hours.

Reflection work on readings or news related to the contents of the subject. This work will be done in group and under the supervision of the teacher.

Assessment Tests : 3 hours.

Autonomous study and work of the student: 60 hours

5. Assessment system

The student must demonstrate that he/she has achieved the expected learning results by means of the following activities assessment activities: formative activities (20%) and knowledge tests (80%).

-TRAINING ACTIVITIES (20%)

Students must perform different formative activities, which will contribute to achieve the expected learning results. They will be developed using active methodologies: case study, problem-based learning (PBL) and cooperative work of reflection and analysis. All of them must be done as a group and submitted for evaluation at time and form determined by the teacher responsible for the subject.

These assessable activities will assess the student's ability to apply in practice the concepts explained in the lectures.

The types of activities that will be carried out are as follows:

Case study and PBL (15%): Throughout the term, in the class timetables of the subject, several practices will be carried out.

Students who cannot do any of the activities for justified reasons must inform their teacher and provide the corresponding proof in order to establish how to make up for this activity.

Analysis and reflection of news or readings in T6 activities (5%): students must make a work of analysis and critical reflection on news or economic-business readings related to the contents of the subject. At the end of the semester there will be an assessment session for this activity, in which students should:

-Submit the work to the responsible teacher, complying with a series of requirements of content and form, which will be informed in due time.

-Make an oral presentation of the work.

In the assessment of this activity, the content and presentation of the written work and the oral presentation will be assessed. Those students who, for justified reasons, are unable to present the work must also deliver it to the corresponding teacher and make the presentation on the day of the knowledge test or at another time to be established.

-KNOWLEDGE TEST (80%)

There will be an individual written knowledge test on the date, time and place to be determined in the exams published by the Center.

The test will consist of two parts:

- **A theoretical part (40% of the grade of the subject)**, which will consist of a 20-question objective test, that will serve to assess the degree of assimilation of the key concepts of the subject. Correct answers will add 0.5, incorrect answers will subtract (-0.15) and unanswered questions will neither add nor subtract.

- **A practical part (40% of the subject grade)**, which will evaluate the student's ability to apply the practical concepts of the subject.

In order to **pass** the knowledge test it will be necessary to **pass both parts separately** (theoretical and practical). In this case the **final grade** will be the **grade of the exam plus the grades obtained in the assessable activities**.

Those who **fail one of the two parts**, will have as final grade in that call the grade obtained in the part failed of the knowledge test. The grade obtained in the **part passed will be saved for the following call** of the academic year, so that in the second call these students will only have to take the part of the test that they had not passed in the previous call.

Only in the case of passing the knowledge test will it be possible to add to the grade the score of the training activities.

Those **students who do not complete the training activities during the semester will have to submit** the T6 work on the day of the knowledge test **the day of the knowledge test the T6 work and in the practical test they will have to do additional problems, cases or exercises**. In order to organize this exam, **students must notify** the teacher responsible for the subject (at least **20 days** before the date of the exam), in order to be able to request the reservation of classrooms and the extension of the exam schedule.

The results obtained will be graded according to the current regulations of the University of Zaragoza, with a numerical scale from 0 to 10, with one decimal place, to which the corresponding qualitative grade may be added.