

28520 - Human Resources: Management and Leadership

Syllabus Information

Academic year: 2023/24

Subject: 28520 - Human Resources: Management and Leadership

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

The purpose of the subject is for students to acquire the fundamental knowledge on the direction and management of human resources in organizations. The basic concepts on the techniques of human resources planning, job analysis, description and evaluation, personnel assessment and compensation policies will be worked on. These approaches and goals are aligned with the Sustainable Development Goals (SDGs) of the 2030 Agenda of United Nations (<https://www.un.org/sustainabledevelopment/es/>), so that the acquisition of the learning results of the subject will contribute to some extent to the achievement of goals 5 (Gender equality) and 8 (Decent work and economic growth).

For an optimal understanding of the subject it is necessary to keep in mind some of the knowledge acquired in the subjects of Business Organization and Strategic Management. Students must be constant in their work, being fundamental their attendance and active participation in class.

2. Learning results

- Understand the strategic relevance of the human resources function in the organization and the techniques of leadership and human resources management.
- Develop internal and external diagnostics from a strategic human resources perspective and understand the human resources strategy development process within the overall strategic management framework.
- Know the process to elaborate, develop and evaluate integrated human resources plans.

3. Syllabus

UNITS

Block 1:

1. Human Resources Management
2. Strategic Human Resources Management

Block 2:

3. Human Resources Planning
4. Job Analysis and Description (JADP)
5. Job Assessment
6. Performance Assessment
7. Remuneration

4. Academic activities

Master classes (T1): 30 hours

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

Problem solving and case studies (T2): 30 hours

Sessions to solve practical cases, readings and exercises proposed by the faculty.

Teaching assignments (T6): 12 hours

Assessed readings and assignments are included.

Autonomous study and work of the student (T7): 75 hours

Assessment tests (T8): 3 hours

5. Assessment system

The course will be assessed with a **summative system** whose final grade is obtained through the following activities:

a. **Final exam (80 % final grade):** it will evaluate the knowledge acquired in the lectures and practical classes. The following tests are available at:

-1. **Test (20 %):** 8 multiple-choice questions with 4 alternatives each, with the possibility of multiple answers. Each question has a maximum value of 0.25 points.

-2. **Theoretical-Practical (30 %):** 3 open-ended questions. Each question is worth a maximum of 1 point.

-3. **Practical exercises (30 %):** 2 cases and/or practical exercises. Each case and/or practical exercise has a maximum value of 1.5 points.

b. **Teaching assignments (20 % final grade):** Preparation and presentation on the dates established by the teacher of two group work. Each paper has a maximum value of 1 point. Students who wish to improve their grade or who have not submitted the two papers, will be assessed on the day of the final exam by means of a written test with two open questions on the readings indicated by the teacher and included in the class manual. Each question will be worth a maximum of 1 point.

To pass the final exam it is necessary to obtain at least 50% of the score in the following two blocks: a) Test + Theoretical-Practical Test; b) Practical exercises. The marks obtained in the teaching assignments will only be added to the final grade if the student passes the final exam.

If any of the evaluation activities have been approved, they will be retained for subsequent sessions of the same academic year. In case of failing the subject, the student may request the preservation of the grade obtained in the teaching work for a subsequent course. In no case may a request be made for the preservation of the grades obtained in the written tests.