

30114 - Company: Organisation and Management

Syllabus Information

Academic year: 2023/24

Subject: 30114 - Company: Organisation and Management

Faculty / School: 175 - Escuela Universitaria Politécnica de La Almunia
179 - Centro Universitario de la Defensa - Zaragoza

Degree: 425 - Bachelor's Degree in Industrial Organisational Engineering
563 - Bachelor's Degree in Industrial Organisational Engineering

ECTS: 6.0

Year: 2

Semester: First semester

Subject type: Compulsory

Module:

1. General information

The main objective is the knowledge and use of basic instruments for business organization and management. In particular, seeks that the student understands the economic phenomena and the behavior of people in the field of organizations. It is also expected to be able to analyze the economic activity of the company from the available information and understand the impact of technology, environment, power and conflict on the design and structure of organizations.

Defense Profile: The aim is for the student to know the structure of the Ministry of Defense and the Armed Forces and to be able to analyze the needs of Security and Defense. In addition, knowledge will be developed in the business/organizational field, easily applicable to the field of the Army, for a better management of its material and human resources, as well as the necessary skills for proper decision making in uncertain environments.

These approaches and objectives are aligned with Sustainable Development Goals (SDGs) No. 4, 8 and 9 of the United Nations Agenda 2030 (<https://www.un.org/sustainabledevelopment/es/>), so that the acquisition of the learning results of the subject provides training and knowledge, skills and competencies to contribute to some extent to their achievement.

2. Learning results

1. Understand the current business structure, their governance structures and the conflicts of interests between stakeholders.
2. Understand the relationship between environment, behavior (types of strategies) and company results.
3. Understand the diversity of business and organizational functions, as well as the special characteristics of managerial work.
4. Understand the main characteristics of organizational designs. Design organization charts and manuals for functions. Interpret the information on human resources in organizations.
5. Identify the main strategic and tactical decisions in operations management.
6. Identify the main strategic and tactical decisions in operations management.
7. Apply location criteria to select locations for company activities.
8. Relate product and process design decisions.
9. Establish the principles of production planning and scheduling.
10. Analyze and makes proposals for improvement of work methods. Apply simple time study techniques in the work organization.
11. Identify the key parameters in procurement and inventory management. Selects the channels of distribution of products and services.
12. Recognize the importance of occupational risk prevention in the company's activities and identify the elements necessary to organize the prevention of occupational hazards in the company's activities.

3. Syllabus

COMPANY PROFILE

- TOPIC 1.- TODAY'S COMPANY AS AN ORGANIZATION
- TOPIC 2.- THE COMPANY AND ITS LEGAL FRAMEWORK
- TOPIC 3.-THE FINANCIAL SYSTEM
- TOPIC 4.- INVESTMENT DECISIONS
- TOPIC 5.-FINANCING DECISIONS
- TOPIC 6.- THE MANAGEMENT PROCESS
- TOPIC 7.- THE DECISION MAKING PROCESS

- TOPIC 8.- BUSINESS STRATEGY
- TOPIC 9. THE COMPANY'S COMMERCIAL ACTIVITY

DEFENSE PROFILE

DIDACTIC UNIT 1: Economic aspects of business organization

- Topic 1: Division of labor and coordination
- Topic 2: The company's reasons
- Topic 3: Organization and information asymmetry problems
- Topic 4: Internal organization and moral hazard
- Topic 5: Company structure and governance

DIDACTIC UNIT 2: National Security and Defense. MINISDEF and FFAA

- Topic 1: National Security
- Topic 2: National Defense
- Topic 3: Ministry of Defense
- Topic 4: Spanish Armed Forces

4. Academic activities

COMPANY PROFILE

Face-to-face activities:

Theoretical/practical expository classes: Theoretical concepts of the subject will be explained and practical examples will be developed by the teacher.

Non-face-to-face activities:

Tutored autonomous activities: They will be focused on the realization of work/projects, either individually or in small groups.

Reinforcement activities: Various exercises, videos and general activities will be conducted through Moodle

Individual tutoring: They may be face-to-face or virtual.

DEFENSE PROFILE

- **Theoretical** lectures. With guided questions that encourage reasoning, critical thinking, creativity and interrelation of new and old concepts on the part of the student.
- **Practical classes.** Presentation and resolution of exercises, and discussion of theoretical and practical questions.
- **Oral presentation of group work.** The aim is to foster a critical spirit, collaborative work and the development of communication skills.
- **Student's autonomous work.**
- **Tutoring.** Resolution of doubts/study orientation.
- **Assessment activities.**

5. Assessment system

COMPANY PROFILE

CONTINUOUS ASSESSMENT

To be eligible for the Continuous Assessment system, students must attend at least 80% of the classroom activities.

The Assessment Tests will consist of written tests and practical work:

1. WRITTEN TESTS. They will consist of TWO TESTS consisting of theory questions and problem solving. They make up 60% of the grade. The following will be graded out of 10 points
2. PRACTICAL TESTS. They will consist of the elaboration of papers that will be published on the Moodle platform. They account for 35%.
- 3.- Participation in the AULA. It will consist of attention and **active participation** (*questions from the teacher and answers from the student's answers*) in class. It accounts for 5%.

The student must obtain a final grade higher or equal to 5 to pass the subject, being essential to pass the two exams as well as the practical tests/assignments. However, it will be possible to compensate partial exams with assignments if the result of a test is between 4 and 5 points and the average grade of the practical tests/assignments is equal to or higher than 7 out of 10 points.

If during the continuous assessment any of the tests are not passed, they can be recovered in the global exam of the first call, being evaluated according to the established continuous assessment system.

For the second call, those students who have not passed the subject in the first round with the entire syllabus may sit for the second call with all the syllabus.

GLOBAL ASSESSMENT

The student must opt for this modality when, due to their personal situation, they cannot adapt to the pace of work required in the continuous assessment system.

The global final assessment test will include the following group of qualifying activities:

Written exam: It will consist of a test containing questions and problems related to the topics explained throughout the subject. This test is valued from 0 to 10 points (minimum score 5) and constitutes 60% of the assessment.

Jobs: They will consist of the elaboration of the same works proposed to the students who opt for the continuous assessment. It constitutes 40% of the assessment.

DEFENSE PROFILE

FIRST CALL

Continuous assessment:

1. **Written assessment tests:** Theoretical and practical content. The first two tests will include testquestions and exercises to be solved.

- a. **Test 1** (23% final grade): covers the contents of topic 1 of didactic unit 1.
- b. **Test 2** (21% final grade): covers the contents of topics 2 and 3 of didactic unit 1.
- c. **Test 3:** will be divided into two parts, both of which can be done on different days.

The first part (22%) the second part (18% final grade) will include the rest of the contents of the didactic unit 1.) will include multiple-choice and short questions and will focus on the contents of didactic unit 2.

2. **Group work**(16% of final grade)

contents of the subject.

Global test:

Students who do not pass the subject by continuous assessment or who would like to improve their grade, will have the right to take this global test prevailing, in any case, the best of the grades obtained. It will consist of a theoretical-practical exam, with a similar structure to those performed in continuous assessment, and will cover the entire content of the subject, being its weight of 100%in the final grade.

SECOND CALL

Global test:

Students who do not pass the subject in the first exam may sit for this global exam, which will be equivalent to the first call.

ASSESSMENT CRITERIA

In the evaluation of the tests, with the exception of the multiple-choice part where the criterion will be the adequacy of the answer, the obtaining, analysis and interpretation of the results will be taken into account, as well as the clarity and precision of the answers based on an adequate reasoning.

To pass the subject, the student must obtain a final grade greater than or equal to 5.

INSTRUMENTS vs. LEARNING RESULTS

Instrument	Weighting	R1	R2	R3	R4	R5	R6	R7	R8	R9	R10	R11	R12
assessment													
Test 1	23%		X					X					
Test 2	21%				X	X	X						
Test 3	40%	X	X	X	X				X		X		
Job	16%	X	X	X	X	X	X	X	X	X	X	X	X