

30146 - Human Resources Management

Syllabus Information

Academic year: 2024/25

Subject: 30146 - Human Resources Management

Faculty / School: 179 - Centro Universitario de la Defensa - Zaragoza

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

ECTS: 6.0

Year: 4

Semester: First semester

Subject type: Optional

Module:

1. General information

The objectives set for this subject are to initiate and familiarize students with the basic concepts, instruments, and decisions regarding human resources, making them aware of the importance of interpersonal relationships in the workplace and their impact on the future of the organization to which they belong.

2. Learning results

1. Define essential concepts of Human Resource Management to facilitate communication and vision among the components of a company or public administration.
2. Analyze processes for the management of human resources as a fundamental pillar in the functioning of a company or public administration.
3. Analyze problems that a human resources manager faces and properly guide their solution.

3. Syllabus

PART I. Intra-organizational behaviour and its management implications

TOPIC 1. Human Resources Management

TOPIC 2. Human Resources Planning

PART II. Functions of HR management and direction

TOPIC 3. Analysis, Description and Evaluation of Jobs

TOPIC 4. Employment function. Additive processes

TOPIC 5. Employment function. Subtractive processes

TOPIC 6: Performance evaluation and management

TOPIC 7: Professional Development: Training and Career

4. Academic activities

Face-to-face activities:

Type 1: Theory session

Type 2: Problem-solving and case studies, critical thinking, simulation of situations, and presentations

Type 3: Tutorials and/or reinforcement classes

Assessment: Theoretical-practical tests and global test

Non-face-to-face activities:

Type 1: Study and review of the subject material and recommended bibliography

Type 2: Problem-solving, case studies, and assignments

Assessment: Specific preparation for the different evaluation tests and global test.

5. Assessment system

FIRST CALL

Continuous assessment

In the continuous assessment procedure, students must demonstrate the results of their learning through the following instruments:

1. Practical activities, 70% of the final grade. Done in teams, composed of the same members throughout the semester. They will consist of discussions on current topics, commenting on readings, solving practical cases, and resolving hypothetical situations.
2. Short individual written test, 30% of the final grade. Development questions to demonstrate the acquisition of knowledge and skills specific to the subject. It is necessary to obtain a minimum of 5 points out of 10 to pass the subject.

Global Exam

Students who do not pass the subject by continuous assessment or want to improve their grade will have the right to take this test, set in the academic calendar, with the best of the grades obtained prevailing. The student's ability to relate theoretical

knowledge learned to hypothetical situations in the real world will be analyzed.

SECOND CALL

Global Exam

Students who do not pass the subject in the first call can take this test, with the same characteristics as the previous call. In all cases, to pass the subject, a grade equal to or greater than 5 must be obtained.

EVALUATION INSTRUMENTS. Their weighting and the assessed learning outcomes (LO).

Evaluation instruments	Weighing	LO-1	LO-2	LO-3
Practical activities	70%	X	X	X
Individual written test	30%	X	X	X
Global Exam	100%	X	X	X

6. Sustainable Development Goals

- 4 - Quality Education
- 5 - Gender Equality
- 8 - Decent Work and Economic Growth