

## 60810 - Organizations and their human resource management

### Syllabus Information

**Academic Year:** 2020/21

**Subject:** 60810 - Organizations and their human resource management

**Faculty / School:** 110 - Escuela de Ingeniería y Arquitectura

**Degree:** 532 - Master's in Industrial Engineering

**ECTS:** 4.5

**Year:** 1

**Semester:** First semester o Second semester

**Subject Type:** Compulsory

**Module:** ---

### 1.General information

#### 1.1.Aims of the course

#### 1.2.Context and importance of this course in the degree

#### 1.3.Recommendations to take this course

### 2.Learning goals

#### 2.1.Competences

#### 2.2.Learning goals

#### 2.3.Importance of learning goals

### 3.Assessment (1st and 2nd call)

#### 3.1.Assessment tasks (description of tasks, marking system and assessment criteria)

### 4.Methodology, learning tasks, syllabus and resources

#### 4.1.Methodological overview

The methodology followed in this course is oriented towards achievement of the learning objectives. A wide range of teaching and learning tasks are implemented, such as lectures, case studies, readings, discussions, laboratory sessions, tutorials, and complementary activities (a popular race, documentary films, collaboration with external professionals, etc.).

#### 4.2.Learning tasks

The course includes the following learning tasks:

- **Lectures** (35 hours). Presentation of the main theoretical concepts of the course. Student participation is encouraged.
- **Practice sessions** (about 8 hours). Case studies and readings to present and discuss issues related to the management of human resources. A presentation of critical analysis of readings is optional for the continuous assessment.
- **Laboratory sessions** (6 hours divided in 3 sessions of 2 hours). A number of related matters, such as the access and use of databases, will be carried out. It is optional for the continuous assessment.
- **Participation in a popular race** (will be held during the fall semester). Voluntary activity and not evaluable.
- **Autonomous work and study** (65 hours). It is essential that students distribute their workload throughout the semester.

- **Activity Type VI:** Final test/ evaluation exam (approximately 3 hours)
- **Tutoring** (2 hours).

### 4.3.Syllabus

The course will address the following topics:

#### SECTION I. THE HUMAN RESOURCE MANAGEMENT AND ENVIRONMENTAL FACTORS

1. The human resource management: concept, functions and functional organization
2. Strategic human resource management: concept, strategies and environment
3. Environment I: Legal framework and labor market. Work organization and work risk prevention
4. Environment II: Training Framework (human capital, social capital, training and education system)

#### SECTION II. FUNCTIONS OF HUMAN RESOURCE MANAGEMENT

1. Human resources planning, job analysis and job evaluation
2. The employment function (I): additive employment practices
3. The employment function (II): subtractive employment practices
4. Maintaining human resources (I): performance assessment
5. Maintaining human resources (II): wage policy
6. The development of human resources: training and career management.

### 4.4.Course planning and calendar

The following activities will take place every week:

- Weekly sessions of 2-hour lectures.
- Weekly sessions of 1-hour lectures.
- 3 sessions of laboratory sessions in small groups of 2 hours.

Further information concerning the timetable, classroom, office hours, assessment dates and other details regarding this course, will be provided on the first day of class or please refer to the EINA website.

1.- Laboratory practices [optional, it may be part of the final grade] Students will carry out 3 laboratory practices related to the subject. At the beginning of the course, they will be assigned by the teaching staff or they must join one of the available groups.

2.- Critical analysis of a reading [optional, it may be part of the final grade] Students will be assigned a list of readings. Taking these readings as a starting point, students will carry out their critical analysis and present it according to calendar established by the teaching staff.

3.- Questionnaires related to collective activities [optional, it may be part of the final grade] In order to enhance the active participation of students, group activities will be carried out throughout the course. These activities will be proposed by the teaching staff and by the students (readings, audiovisuals, debates, etc.). Along the course, the teaching staff will pose questionnaires to evaluate the teaching dynamics.

4.- Written evaluation test [compulsory, it is part of the final grade or 100% of the final grade] At the end of the semester, a written test of the subject will take place in the form and dates proposed by the center.

5.- Participation in a popular race [optional and not evaluable for the final grade] The activity consists of participating in a sports event, which unites the values ??of sport with those of the world business. On the one hand, the participants will demonstrate values ??such as effort, personal improvement, social relations and sacrifice. On the other hand, the activity falls within the management of human resources of companies by promoting teamwork skills among workers. It is not necessary to have a previous preparation, but desire to improve, effort and perseverance. This activity will take place during the fall semester and more information will be provided as soon as the organization's website is enabled.

### 4.5.Bibliography and recommended resources