

28814 - Company: Organisation and Management

Información del Plan Docente

Academic Year	2016/17
Academic center	175 - Escuela Universitaria Politécnica de La Almunia
Degree	424 - Bachelor's Degree in Mechatronic Engineering
ECTS	6.0
Course	2
Period	First semester
Subject Type	Compulsory
Module	---

1. Basic info

1.1. Recommendations to take this course

1.2. Activities and key dates for the course

2. Initiation

2.1. Learning outcomes that define the subject

2.2. Introduction

3. Context and competences

3.1. Goals

3.2. Context and meaning of the subject in the degree

3.3. Competences

3.4. Importance of learning outcomes

4. Evaluation

5. Activities and resources

5.1. General methodological presentation

The learning process designed for this subject is based on the following:

Strong interaction between the teacher/student. This interaction is brought into being through a division of work and responsibilities between the students and the teacher. Nevertheless, it must be taken into account that, to a certain degree, students can set their learning pace based on their own needs and availability, following the guidelines set by the teacher.

28814 - Company: Organisation and Management

The current subject Organización y Dirección de Empresas is conceived as a stand-alone combination of contents, yet organized into two fundamental and complementary forms, which are: the theoretical concepts of each teaching unit and the solving of problems or resolution of questions, at the same time supported by other activities.

The organization of Teaching will be carried out using the following steps:

- **Theory Classes:** Theoretical activities carried out mainly through exposition by the teacher, where the theoretical supports of the subject are displayed, highlighting the fundamental, structuring them in topics and or sections, interrelating them.
- **Practical Classes:** The teacher resolves practical problems or cases for demonstrative purposes. This type of teaching complements the theory shown in the lectures with practical aspects.
- **Individual Tutorials:** Those carried out giving individual, personalized attention with a teacher from the department. Said tutorials may be in person or online

5.2.Learning activities

The programme offered to the student to help them achieve their target results is made up of the following activities...

Involves the active participation of the student, in a way that the results achieved in the learning process are developed, not taking away from those already set out, the activities are the following:

– **Face-to-face generic activities :**

- **Theory Classes:** The theoretical concepts of the subject are explained and illustrative examples are developed as support to the theory when necessary.
- **Practical Classes:** Problems and practical cases are carried out, complementary to the theoretical concepts studied.

– **Generic non-class activities :**

- Study and understanding of the theory taught in the lectures.
- Understanding and assimilation of the problems and practical cases solved in the practical classes.
- Preparation of seminars, solutions to proposed problems, etc..
- Preparation of the written tests for continuous assessment and final exams.

5.3.Program

PROGRAM

Part I.

1. Introduction to Operations Function
2. Financial Operations.

Part II.

3. Purchase Function. supplies
4. Inventory management with independent demand

28814 - Company: Organisation and Management

5. Inventory management with dependent demand

Part III.

6. Statistical quality control for finished products

7. Programming and project control

Part IV.

8. Design of the productive process. Distribution Plant

9. The Continuous Improvement. Efficient systems information management

5.4.Planning and scheduling

Planning & timetable

The subject has 6 ECTS credits, which represents 150 hours of student work in the subject during the trimester, in other words, 10 hours per week for 15 weeks of class.

A summary of a weekly timetable guide can be seen in the following table. These figures are obtained from the subject file in the Accreditation Report of the degree, taking into account the level of experimentation considered for the said subject is low

Activity	Weekly school hours
Face-to-face generic activities	4
Generic non-class activities	6

Nevertheless the previous table can be shown into greater detail, taking into account the following overall distribution:

- 35 hours of Theory Classes (theoretical demonstration and solving type problems)
- 19 hours of Practical Classes
- 6 hours of written assessment tests, two hours per test.
- 90 hours of personal study, divided up over the 15 weeks of the 1st semester.

There is a tutorial calendar timetable set by the teacher that can be requested by the students who want a tutorial.

The dates of the final exams will be those that are officially published at <http://www.eupla.es/secretaria/academica/examenes.html>.

The written assessment tests will be related to the following topics:

- Test 1: Topic 1 & 2.

28814 - Company: Organisation and Management

- Test 2: Topic 3 to 5
- Test 3: Topic 6 & 7.

The topics used for the PPT presentations will be proposed before Week 10

5.5. Bibliography and recommended resources

Materials

Material	Format
Topic theory notes	Paper/repository
Topic problems	
Topic theory notes	Digital/Moodle
Topic presentations	E-Mail
Topic problems	
Related links	

Bibliography

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28814 - Company: Organisation and Management

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