25934 - Human Resources

Syllabus Information

Academic Year:	2018/19
Subject:	25934 - Human Resources
Faculty / School:	301 -
Degree:	270 - Degree in Psychology
ECTS:	6.0
Year:	
Semester:	Four-month period
Subject Type:	Optional
Module:	

General information

Aims of the course

Context and importance of this course in the degree

Recommendations to take this course

Learning goals

Competences

Learning goals

Importance of learning goals

Assessment (1st and 2nd call)

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

Methodology, learning tasks, syllabus and resources

Methodological overview

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

A close connection between theory and practice, seeking the application of theory to real contexts. Emphasis will be placed on the active and meaningful learning of students.

Learning tasks

The program offered to the student to help achieve the expected results includes the following activities:

Theoretical sessions (3 ECTS) in which students will be encouraged to participate and learn actively, and practical sessions (3 ECTS) in which practical cases will be examined, and different techniques used in the management of Human resources will be revised. In these practical sessions, problem-solving will be encouraged and students will be asked to work in teams.
PROGRAM
PART I. Conceptual and object delimitation of the discipline. Yesterday and Today of the Human Resources function: challenges and challenges for the 21st century.
PART II. Additive processes versus subtractive processes (job and competency analysis, recruitment and selection, training, career development, performance evaluation, organizational exit).
The training parts are described in more detail in the syllabus (next section).

Syllabus

Lesson 1. Definition of organization.

Lesson 2. The role of human resources staff in the organization.

Lesson 3. Strategic management of human resources.

Lesson 4. Job analysis and description.

Lesson 5. Human resources recruitment.

Lesson 6. Selection, reception, and guidance in the organization.

Lesson 7. Training and people development.

Lesson 8. Performance evaluation.

Lesson 9. Compensation system: internal and external equity.

Lesson 10. Compensation system: variable and indirect remuneration.

Lesson 11. The process of leaving the organization.

Lesson 12. Occupational health.

Course planning and calendar

Calendar: theoretical and practical sessions

The calendar of the theoretical classes and the practical sessions (including teamwork presentations) will be provided to the students on the first day of the course, and will also be available in Moodle.

Bibliography and recommended resources

- La gestión de personas y del talento. La gestión de los recursos humanos en el siglo XXI. Simon L. Dolan, Ramón Valle Cabrera y Álvaro López Cabrales. McGraw-Hill 2014
- La gestión de los recursos humanos. Cómo atraer, retener y desarrollar con éxito el capital humano en tiempos de transformación. Tercera edición / Simon L. Dolan, Ramón Valle Cabrera, Susan E. Jachson y Randall S. Schuler. McGraw-Hill. 2007
- El sociograma : estudio de las relaciones informales en las organizaciones / Armando Rodríguez Pérez, Dolores Morera Bello [coordinadores] . Madrid : Pirámide, 2001
- Puchol, Luis. Dirección y gestión de recursos humanos / Luis Puchol . 7ª ed. act. Madrid : Díaz de Santos, D.L. 2007
- Nuevos casos en dirección y gestión de recursos humanos : 25 casos de recursos humanos acompañados de las soluciones propuestas por sus autores / Luis Puchol [et al.] ; dibujos de Carlos Ongallo . Madrid : Díaz de Santos, D.L. 2005