29003 - Organisation sociology

Syllabus Information

Academic Year: 2019/20
Subject: 29003 - Organisation sociology
Faculty / School: 228 -

Degree: 429 - Degree in Public Management and Administration

ECTS: 12.0
Year: 1
Semester: Annual
Subject Type: Basic Education
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 the achievement of the learning objectives. In the learning process, different teaching methodologies will be used depending on whether the modality of face-to-face or distance learning is used. The indicated teaching methodologies allow the involvement of the student in their learning process and allow the teachers to solve the problems and doubts that may arise.
The teaching methodologies for the face-to-face students are the following:

1. **Theory and practice sessions**. The presentation of contents by the teacher, including practical exercises on the blackboard.
2. **Workshop**. Supervised session where students work individually or in groups and receive assistance and guidance when necessary.
3. **Problem-based learning**. Educational approach oriented to learning and teaching in which the students solve real problems in small groups and under the supervision of a tutor.

The teaching methodologies for distance students are the following:

1. **The study materials prepared by the faculty**, which will consist, for each of topic that make up the course, of at

least one didactic guide for the preparation of the theoretical contents, the elaboration of the continuous assessment tests, the offer of training activities on the Moodle platform (discussion forums, tasks, wikis...) and evaluation systems.

2. **Workshop**. Supervised session where students work individually or in groups and receive assistance and guidance when necessary.

3. **Problem-based learning**. Educational approach oriented to learning and teaching in which the students solve real problems in small groups and under the supervision of a tutor.

4.2.Learning tasks

This course is organized as follows:

A. Training activities for the face-to-face students:

1. Teaching sessions. This part consists on the 40% of the workload of this course. It includes the interaction of students with teaching teams through:

- Lectures. The teacher or external experts explain the contents to the students.
- Practice sessions. Practical exercises, problems and cases solved by the students.
- Assignments.
- Field work or visits (visits to institutions, companies, etc.).
- Face-to-face tutorials, in which specific orientations will be offered on the different topics, additional contents for a deeper study of the course, tips for a better approach to the course and assessment tasks.

2. Autonomous work. This part consists on the 60% of the workload of this course. It includes:

- The individual study of the topics proposed by the teaching staff.
- The preparation of team and individual assignments. Preparation of activities to present or hand in in the practice sessions or assessment sessions.
- Mandatory readings.
- Autonomous work on the practical activities proposed by the teacher in the continuous assessment.
- Assessment tasks and exams.

B. Training activities for distance students:

1. Distance learning activities. This part consists on the 20% of the workload of this course. It includes the interaction of students with teaching teams through:

- Working sessions with OpenMeetings: OpenMeetings is a free software that allows classes, lectures and expository techniques to be carried out through the internet. In addition, it allows all the participants to share the desktop, so they can see the screen e.g. presentations, software, etc.
- Face-to-face/online tutorials, in which specific orientations will be offered on the different topics, additional contents for a deeper study of the course, tips for a better approach to the course and assessment tasks.
- Virtual work in networks or activities on the Moodle platform. Collaborative work that starts from a virtual space (Teaching Digital Ring, specifically Moodle platform), designed by the teacher and of restricted access, in which documents can be shared to work on them simultaneously and new ones can be added. It also contains the classes and lectures, both theoretical and virtual practical activities. It also allows the student to communicate in a synchronous and asynchronous manner, and participate in all the discussions.

2. Autonomous work training activities. This part consists on the 80% of the workload of this course. It includes:

- The individual study of the topics proposed by the teaching staff.
- The preparation of team and individual assignments. Preparation of activities to present or hand in in the practice sessions or assessment sessions.
- Mandatory readings.
- Autonomous work on the practical activities proposed by the teacher in the continuous assessment.
- Assessment tasks and exams.

4.3.Syllabus

The course will address the following topics:

<u>FIRST SECTION</u>

DIDACTIC UNIT 1. CONCEPT, THEORY AND METHOD IN SOCIOLOGY.

- **Topic 1. The origin of sociology.** Comte's reflection. Sociology, socialism and common sense.
- **Topic 2. Some theoretical developments.** Relationship of sociology with the natural sciences and social sciences.

Positivism and school of suspicion.

DIDACTIC UNIT 2. INDIVIDUAL AND SOCIETY

- **Topic 3. Socialization and deviancy.** Nature and culture. Socialization. Deviant behavior.
- **Topic 4. The family**. Definition and family functions. Class families from a historical point of view. The Spanish family. Family socialization. The crisis of the family.
- **Topic 5. The school.** Genealogy school. School and modernization. School and social inequality.
- **Topic 6. Social inequality**. Systems of social stratification. Theoretical models. Contemporary system classes. Social mobility.
- **Topic 7. Mass communication.** Lines of research on mass communication. The reception of media products.

<u>**SECOND SECTION**</u>

DIDACTIC UNIT 3. SOCIOLOGY OF ORGANIZATIONS

- **Topic 8. The sociological study of organizations.** Development of organizations. The Organization as an object of study. The Sociology of Organization in practice.
- **Topic 9. Classical and contemporary perspectives for the study of organizations**. The classical approaches to organizational theory. Neo-classical approaches to organizational theory. Some modern developments.

DIDACTIC UNIT 4. CENTRAL ASPECTS OF THE ORGANIZATION

- **Topic 10. Social structure**. Structures in organizations. Formal organization. Informal groups. Dimensions in the social structure. Design of organizational structures.
- **Topic 11. The culture in the organization**. The importance of culture for organization. Prospects study. The cultural system: beliefs, values and artifacts. Functions of culture.

DIDACTIC UNIT 5. BASIC PROBLEMS IN SOCIOLOGY OF ORGANIZATIONS

- **Topic 12. Participation in the work.** Power and Politics: organizations as political systems. The emergence of participation in organizations: alternative approaches to the study participation.
- **Topic 13. The problem of motivation**. The meaning of work. Reasons and motivation at work: explanatory theories. Psychological study of satisfaction. Theories satisfaction.
- **Topic 14. Communication processes**. Perspectives on communication. Communication as a source of social identity. Communication as an organizational process. The elements of the communication process. Communication networks in organization. Communication addresses. Communication tools. Barriers to effective government communication. External communication problems.

4.4. Course planning and calendar

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 Facultad de Empresa y Gestión Pública website and Moodle.

4.5. Biblio and recomme resource

Training activities for the face-to-face students:	Hours
1.a. Face-to-face training activities: Lecture	60
1.b. Face-to-face training activities: Practice sessions	40
1.c. Face-to-face training activities : Assignments	15
1.e. Face-to-face training activities: Face-to-face tutorials	5
2.a. Autonomous work training activities: Individual study	80
2.b. Autonomous work training activities: Elaboration of team and individual works	25
2.d. Autonomous work training activities: Autonomous work on the practical activities proposed by the teacher in the continuous assessment	70
2.e. Autonomous work training activities: Assessment tasks and exams	5
Training activities for distance students	Hours
1.a. Distance learning activities : Working sessions with OpenMeetings	30
1.b. Distance learning activities : Face-to-face tutorials and / or online tutorials	10

1.c. Distance learning activities : Virtual work in networks or activities in the Moodle platform	20
2.a. Autonomous work training activities : Individual study	100
2.b. Autonomous work training activities: Elaboration of team and individual works	35
2.d. Autonomous work training activities : Autonomous work on the practical activities proposed by the teacher in the continuous assessment	90
2.e. Autonomous work training activities: Assessment tasks and exams	5

1.c. Distance learning activities : Virtual work in networks or activities in the Moodle platform	20
2.a. Autonomous work training activities : Individual study	100
2.b. Autonomous work training activities: Elaboration of team and individual works	35
2.d. Autonomous work training activities : Autonomous work on the practical activities proposed by the teacher in the continuous assessment	90
2.e. Autonomous work training activities: Assessment tasks and exams	5