Deusto
Universidad de Deusto

143393 - Gestión de Personas

Información del programa

Titulación: 14302 - Grado en Lenguas Modernas y Gestión

Curso académico: 2022/23

Asignatura: 143393 - Gestión de Personas

Periodo impartición: Primer semestre

Curso: 3

Tipo: Obligatoria

Créditos ECTS: 6.0

Justificación

This subject contributes to the development of the academic and professional profile of the Modern Languages and Management graduate, developing the competences SC11 "To distribute the work, assigning tasks, organizing the available resources and managing the team in its competence scope", SC8 "To identify the fundamental organisational structures at national and international levels, as well as decision making processes and human relationship models required to carry them out", and the Generic Competence GC4 "Teamwork", in its third level of mastery.

The academic and professional profile of the Modern Languages and Management graduate involves language skills, the use of ICT tools for document production and management, organisational and communication skills, and international business management. This degree mainly seeks to train professionals to respond to the increase in international relations and the challenges of information and communication technologies. In this context, Modern Languages and Management graduates will develop the competences required to prepare and manage multilingual business documentation, to organize events, meetings and cultural activities in international contexts and to apply foreign languages and manage international relationships in departments of international trade, marketing, communication, human resources management, logistics or accounting, among others.

This subject provides guidance criteria for the management of individuals, foundations of group behaviour, key aspects of motivation in organizations and human resource management.

This course, taught in English, follows the C1 level of the CEFR, as stated in the general program of the degree.

Prerrequisitos

There are no specific prerequirements.

Competencias de la asignatura

Generic competences

GC4. TEAMWORK: Third level of mastery: Directing groups, ensuring member integration and high-performance orientation.

Specific competences

SC8: To identify the fundamental organisational structures at the national and international level, as well as the decision making processes and the human relationship models required to carry out the processes.

SC11: To distribute the work, assigning tasks, organizing the available resources and managing the team in its competence scope.

Contenidos

1. Introduction to people management

2. Organisational behaviour

2.1. Personality, values and attitudes

2.2. Perception and individual decision making

2.3. Emotion and motivation

2.4. Group behavior and work teams

2.5. Leadership

3. HR policies and practices

Estrategia de enseñanza-aprendizaje, sistema de evaluación y documentación

TEACHER/S: Garazi Azanza Martinez de Luco	GROUP: 10 - English

TEACHING-LEARNING STRATEGY

The time to be spent on the subject (6 ECTS: 150 hours) during the term will be distributed as follows:

In class activities: 51 hours

- Lecturer's explanations and feedback between students and lecturer: 22,5 hours
- Practical activities (individual activities, group preparation of activities of in-class presentations): 26,5 hours
- Exam (final examination): 2 hours

Outside class activities: 99 hours

- Reading and study time: 42 hours
- Team project: 21 hours
- Teamwork report: 8
- Individual portfolio: 28

EVALUATION SYSTEM

Achievement of both generic and specific competences will be assessed by the following procedures:

Competences	Techniques			
Generic (15%)	Team project	Teamwork report	Individual portfolio	Final Exam
GC4	5%	10%	5%	-
Specific (85%)				
SC 11	12,5%	-	12,5%	15%
SC 8	12,5%	-	12,5%	15%
TOTAL SUM	30%	10%	30%	30%

GENERIC COMPETENCE	TECHNIQUES	EVALUATION
G.C. 4.- TEAMWORK **Level of Mastery 3:** Directing groups, ensuring member integration and high-performance orientation. **Indicators**	• Team project • Teamwork report • Individual portfolio	**5%** **10%** **5%**

• Collaborating actively in planning of teamwork, distribution of tasks and deadlines • Facilitating positive management of differences, disagreements and conflicts arising in team • Seeing that all members get involved with management and functioning of team		
GENERIC COMPETENCE TOTAL IN FINAL EVALUATION	**20%**	

SPECIFIC COMPETENCES	TECHNIQUES	MARK
S.C.11.- TO DISTRIBUTE THE WORK, ASSIGNING TASKS, ORGANIZING THE AVAILABLE RESOURCES AND MANAGING THE TEAM IN ITS COMPETENCE SCOPE: **Indicators** • The student identifies significant aspects that influence people's satisfaction in their relationship with the company • The student designs management systems consistent with the above-mentioned significant aspects of satisfaction	• Team project • Individual portfolio • Final exam	**12,5%** **12,5%** **15%**
S.C.8.- TO IDENTIFY THE FUNDAMENTAL ORGANISATIONAL STRUCTURES AT THE NATIONAL AND INTERNATIONAL LEVEL, AS WELL AS THE DECISION MAKING PROCESSES AND THE HUMAN RELATIONSHIP MODELS REQUIRED TO CARRY OUT THE PROCESSES: **Indicators** • The student relates causes to effects regarding variables that influence business activity.	• Team project • Individual portfolio • Final exam	**12,5%** **12,5%** **15%**
SPECIFIC COMPETENCES TOTAL IN FINAL EVALUATION	**80%**	

Students will only get credit for this course if they receive a passing mark in the team project, in the individual portfolio, and the final exam, and they attend classes regularly (according to the norms laid out in the *Reglamento de Estudiantes*).

Given that attendance is compulsory for the accomplishment of the team project and the activities, any impossibility for attending the class must be communicated to the professor.

The re-take (evaluación extraordinaria) is based on the same evaluation criteria as the normal evaluation. The marks obtained throughout the semester are taken into account for the re-take of the same academic year.

Any fraudulent activity (plagiarism, cheating in exams, etc.) or oversight of the assessment system will be penalized according to the norms laid out in the *Reglamento de Estudiantes.*

DOCUMENTATION

For the adequate monitoring of the activities and requirements, the student will handle the following sources of documentation:

- The material of the subject available on the learning platform (ALUD) that will guide the student throughout the learning process regarding the theoretical content and the activities.
- A basic bibliography that the student will use as a foundation for the acquisition of knowledge and the development of the competences.
- An additional bibliography will be provided to go in depth in the study of the units and contents.

Basic bibliography

Robbins, S., & Judge, T. (2018). *Essentials of organizational behavior* (14th ed., Global ed.). Harlow, England: Pearson.

Mondy, R.W. & Martocchio, J.J. (2016). *Human Resource Management* (14th Ed.). Pearson.