

**Human Resources Planning and Management**

Code: 102589  
ECTS Credits: 6

Degree	Type	Year	Semester
2502443 Psychology	OT	4	1

The proposed teaching and assessment methodology that appear in the guide may be subject to changes as a result of the restrictions to face-to-face class attendance imposed by the health authorities.

### Contact

Name: Susana Pallarés Parejo  
Email: Susana.Pallares@uab.cat

### Use of Languages

Principal working language: catalan (cat)  
Some groups entirely in English: No  
Some groups entirely in Catalan: Yes  
Some groups entirely in Spanish: No

### Prerequisites

Students are recommended to have taken the third year subject (102.559) "Organizational Psychology" to know the processes that occur in social, educational, health or business organizations. This allows students to better understand this subject.

### Objectives and Contextualisation

Framed in the specialisation of Psychology of Work, the aim of the subject is to give students the ability to analyze and reflect on the role that the person responsible for human resources plays in different organizations.

The work processes that the HR professional activates and carries out in organizations will be studied so that students are able to identify the needs of the organization, as well as the processes of incorporation and development of the people who work in it, and reflect on the methodology used by the professionals for the evaluation and development of competences, and to be able to contextualize new approaches that society requires of the organization and the person responsible.

### Competences

- Analyse and interpret the results of the evaluation.
- Analyse the demands and needs of people, groups and organisations in different contexts.
- Apply techniques to collect and produce information about the functioning of individuals, groups and organisations in context.
- Develop strategies for autonomous learning.
- Identify and recognise the different methods for assessment and diagnosis in the different areas applied to psychology.
- Respect the diversity and plurality of ideas, people and situations.
- Show respect and discretion in communication and the use of the results of psychological assessments and interventions.
- Use computer programmes for data management and analysis.

## Learning Outcomes

1. Apply test compound criteria such as an AC.
2. Carry out an interview of critical incidents in HR processes.
3. Design situational tests for organizational processes.
4. Develop strategies for autonomous learning.
5. Identify and use information that enhances respect and discretion.
6. Identify the main needs and demands of people, groups and organizations.
7. Integrate the results of evaluations.
8. Interpret qualitative information obtained in the assessment process.
9. Prepare, process and analyse quantitative data evaluation.
10. Respect the diversity and plurality of ideas, people and situations.
11. Select appropriate tests for the object under evaluation.
12. Select the predictors that can be used in selection processes.
13. Submit technical reports that avoid the use of discriminatory language.
14. Use computer programmes for data management and analysis.
15. Using the criteria for optimal choice of evaluation methods.

## Content

First Block 1 - The evolution of human resources management policies

1.1 The management of the human resources (objectives in the direction of human resources, function in the direction of human resources)

1.2 Strategic management of human resources (models, approaches and practices)

Second Block: 2 - Basic processes for HR management

2.1 Detection of needs in the organization, groups and people.

2.2 Analysis of jobs (methods and factors that influence the design)

2.3 Assessment of jobs (objectives, process and valuation methods)

2.4 Competency profiles

Third Block: 3 - The incorporation of human resources in the organization

3.1 Current trends in recruitment of people

3.2 The selection (decision process, techniques used, process evaluation)

3.3 Socialization of the staff (initial, reception and integration)

Fourth Block: 4 - Development of Human Resources

4.1 Detection of needs in groups and in people: Training programs

4.2 The development of skills at the individual level

4.3 Non-traumatic disassociation of workers

Fifth Block: 5 - The evaluation of staff performance

5.1 Approaches and evaluation methods

5.2 Design of the evaluation

5.3 Trends in remuneration policies

## Sixth Block: 6 - Current lines in HR management

### 6.1.Management of diversity and talent

#### Methodology

The subject is taught using different methodologies. The master class aims at developing 'cos calves' concepts of the subject, to conceptually present the subject and the preparation of situations, resolution of cases and its discussion, that approach the student to the reality of the HR.

Work will be carried out in different cases both in person and through the EOS virtual platform that allows students to develop their competences.

N.B. The proposed teaching and assessment methodologies may experience some modifications as a result of the restrictions on face-to-face learning imposed by the health authorities. The teaching staff will use the Moodle classroom or the usual communication channel to specify whether the different directed and assessment activities are to be carried out on site or online, as instructed by the Faculty.

#### Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
D1 Sessions of the theoretical classes	18	0.72	6, 7, 15
D2 Sessions of collaborative teaching	6	0.24	1, 3, 2, 6
D3 Sessions of case resolution	12	0.48	5, 7, 10, 12, 11, 15
Type: Supervised			
S1 Tutorials	4	0.16	5, 14, 13
S2 Supervision of the virtual platform	4	0.16	4, 5, 10
Type: Autonomous			
A1 Collection of bibliographic information	14	0.56	4, 14
A2 Resolution of cases in the EOS virtual platform	28	1.12	9, 14, 7, 8
A3 Individual study	60	2.4	4, 5, 3, 9, 6, 7, 8, 10, 12

#### Assessment

Assessment will be based on 4 evidences.

The first consists of contextualizing the function of HR in different organizations (15% of the grade), week 5.

The second evidence (weight 15% of the grade) allows students to demonstrate that they know how to solve cases (virtual platform), week 11.

The third evidence is to develop a real process (First part, 25% of the grade) throughout the course (plan, organize tasks and analyze results) and present the results, making the defence and argumentation with the classmates ( Second part 5% of the note), week 16 and 17.

The conceptual assessment of the subject will be an in-basketball test with a weight of 40% (4th evidence), second assessment period. This evidence is mandatory to be assessed with a minimum grade of 4. If you do not meet these requirements, the maximum grade to be entered will be 4.9 points.

It will be considered NOT ASSESSABLE if the student does not have results in evidence of learning weighing less than 40%.

They may opt for resit: students who have not met the criteria established to pass the course and those who have been evaluated in a set of activities with a minimum weight of 66% of the total grade of the subject; the minimum grade to qualify for Resit is 3.5. The recovery test, in all cases, will be like the EV4 (in-basquet type exam). The note of this recovery will be directly the final post-recovery note.

No unique final synthesis test for students who enrol for the second time or more is anticipated.

<https://www.uab.cat/web/estudiar/graus/graus/avaluacions-1345722525858.html>

## Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
EV1. The Human resources function	15%	0	0	6
EV2. Resolved case on the virtual platform	15%	0	0	4, 5, 9, 14, 8
EV3a. Development of a HR process	25%	0	0	1, 3, 9, 2, 7, 13, 12, 11
EV3b. Presentation and defence of the results of the process	5%	2	0.08	13, 10
EV4. Conceptual written evaluation	40%	2	0.08	5, 9, 6, 7, 8, 10, 15

## Bibliography

Aguelo, A. y Coma, T. (2016). La persona en el centro del desarrollo organizacional. Madrid: Ediciones Piramide

Butteriss, Margaret (2001). Reinventado Recursos Humanos. Cambiando los roles para crear una organización de alto rendimiento. Barcelona: Gestió 2000 Aedipe.

Cantera, L.; Pallarès, S. y Selva, Clara (2013). Del Malestar al Bienestar Laboral. Barcelona: Amentia Editorial.

Dolan, Simon y otros (2007). La Gestión de los Recursos Humanos. Cómo atraer, retener y desarrollar con éxito el capital humano en tiempos de transformación. Madrid: Mc Graw Hill.

Martín-Quirós, Ma Angustias y Zarco Martín, Victoria (2009). Psicología del Trabajo, de las Organizaciones y de los Recursos Humanos. Madrid: Ediciones Pirámide.

Valle Cabrera, Ramón J. (2003). La gestión Estratégica de los Recursos Humanos. Madrid: Pearson Prentice Hall.