

Human Resource Management

Code: 102129
ECTS Credits: 6

Degree	Type	Year	Semester
2501231 Accounting and Finance	OB	2	2

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.

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Use of Languages

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

Prerequisites

Advisable to have taken the first course: Business Economics

Objectives and Contextualisation

The subject offers a vision of the main strategic, operational and human aspects that allow an understanding of the functional area of the company that occur in this functional area of the company.

The objectives of the subject are:

- Understand the concept of strategic management of human resources as a factor of competitiveness
- Understand the concept of communication and information in the company
- Analyze the aspects of the selection of personnel and the policies of promotion and training, development and knowledge management.
- To understand the objectives and the instruments of the evaluation of the tasks, the compensations and other motivating aspects.
- And also understand other aspects of leadership, teamwork, project management and negotiation in cases of conflict.
- Integrate and apply the learning of the subject, to the strategy of the companies; with an innovative, technological vision and adapted to the new modalities of work in the HR.

Competences

- Communicating in oral and written form in Catalan, Spanish and English, in order to be able to summarise and present the carried out project in both forms.
- Demonstrating a comprehension of the principles, structure, organisation and inner workings of companies and organisations.
- Efficiently searching information, discriminating irrelevant information.
- Issuing technical-accounting reports related to the situation of a company.
- Make changes to methods and processes in the area of knowledge in order to provide innovative responses to society's needs and demands.
- Take sex- or gender-based inequalities into consideration when operating within one's own area of knowledge.

Learning Outcomes

1. Analyse a situation and identify points for improvement.
2. Analyse the sex- or gender-based inequalities and the gender biases present in one's own area of knowledge.
3. Choose the best way to lead people and to work in teams.
4. Communicate using language that is not sexist or discriminatory.
5. Communicating in oral and written form in Catalan, Spanish and English, in order to be able to summarise and present the carried out project in both forms.
6. Define negotiating techniques.
7. Efficiently searching information, discriminating irrelevant information.
8. Identify situations in which a change or improvement is needed.

Content

- The strategic management of human resources.
- The transmission of information.
- Organization and design of jobs.
- Conflict and negotiation in the company.
- The motivation of human resources.
- The dynamics of the groups.
- The leadership of teams and leadership.
- The change in organizations.
- The selection of personnel.
- Training of HR in the company and knowledge management.
- Performance evaluation.
- Remuneration systems and promotion policies.
- Trends and innovations in HR. New formats, new ways of working.

Methodology

The type of teaching planned for the subject is classroom teaching

- For the learning of the knowledge of RRHH exhibitions with audiovisual support and cases / discussions in class will be held to develop the practical skills integrated with the explanations.
- To work on the analysis and synthesis of the specific aspects of the subject, a paper about an article will be made.
- To apply the knowledge to a specific business case, a seminar or group work will be held where the HR aspects will be worked on.

"The proposed teaching methodology may undergo some modifications according to the restrictions imposed by the health authorities on on-campus courses".

Annotation: Within the schedule set by the centre or degree programme, 15 minutes of one class will be reserved for students to evaluate their lecturers and their courses or modules through questionnaires.

Activities

Title	Hours	ECTS	Learning Outcomes
Type: Directed			
Practical classes	17	0.68	7, 6, 5, 3
Theory classes	32.5	1.3	7, 6, 5, 3
Type: Supervised			
Seminar, group work	7.5	0.3	7, 6, 5, 3
Type: Autonomous			
Study	46.5	1.86	7, 6, 5, 3
Works, seminars articles	43	1.72	7, 6, 5, 3

Assessment

Evaluation system

- Partial exam: 25% of the note. Release test in case of being exceeded.
 - Final exam: 25% of the mark (in case of not having passed the partial test)
 - Work: 25% of the note
 - Seminar / group work: 25% of the grade

Calendar of evaluation activities

The dates of the evaluation activities (midterm exams, exercises in the classroom, assignments, ...) will be announced well in advance during the semester.

The date of the final exam is scheduled in the assessment calendar of the Faculty.

"The dates of evaluation activities cannot be modified, unless there is an exceptional and duly justified reason why an evaluation activity cannot be carried out. In this case, the degree coordinator will contact both the teaching staff and the affected student, and a new date will be scheduled within the same academic period to make up for the missed evaluation activity." **Section 1 of Article 115. Calendar of evaluation activities (Academic Regulations UAB).** Students of the Faculty of Economics and Business, who in accordance with the previous paragraph need to change an evaluation activity date must process the request by filling out an Application for exams' reschedule.

https://eformularis.uab.cat/group/deganat_feie/application-for-exams-reschedule

Grade revision process

After all grading activities have ended, students will be informed of the date and way in which the course grades will be published. Students will be also be informed of the procedure, place, date and time of grade revision following University regulations.

Retake Process

"To be eligible to participate in the retake process, it is required for students to have been previously been evaluated for at least two thirds of the total evaluation activities of the subject." Section 3 of Article 112 ter. The recovery (UAB Academic Regulations). Additionally, it is required that the student to have achieved an average grade of the subject between 3.5 and 4.9.

The date of the retake exam will be posted in the calendar of evaluation activities of the Faculty. Students who take this exam and pass, will get a grade of 5 for the subject. If the student does not pass the retake, the grade will remain unchanged, and hence, student will fail the course.

Irregularities in evaluation activities

In spite of other disciplinary measures deemed appropriate, and in accordance with current academic regulations, *"in the case that the student makes any irregularity that could lead to a significant variation in the grade of an evaluation activity, it will be graded with a 0, regardless of the disciplinary process that can be instructed. In case of various irregularities occur in the evaluation of the same subject, the final grade of this subject will be 0".* **Section 10 of Article 116. Results of the evaluation. (UAB Academic Regulations).**

"All students are required to perform the evaluation activities. If the student's grade is 5 or higher, the student passes the course and it cannot be subject to further evaluation. If the student grade is less than 3.5, the student will have to repeat the course the following year. Students who have obtained a grade that is equal to or greater than 3.5 and less than 5 can take a second chance exam. The lecturers will decide the type of the second chance exam. When the second exam grade is greater than 5, the final grade will be a PASS with a maximum numerical grade of 5. When the second exam grade is less than 5, the final grade will be a FAIL with a numerical grade equal to the grade achieved in the course grade (not the second chance exam grade).

A student who does not perform any evaluative task is considered "not evaluable", therefore, a student who performs a continuous assessment component can no longer be qualified with a "not evaluable".

"The proposed evaluation activities may undergo some changes according to the restrictions imposed by the health authorities on on-campus courses."

Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
Analysis work	25	0	0	5, 3
Final evaluation	25	1.5	0.06	7, 6, 5, 3
Partial evaluation	25	1.5	0.06	7, 6, 5, 3
Team workshop	25	0.5	0.02	2, 1, 7, 4, 8, 5, 3

Bibliography

- CHAPMAN, B. y SISODIA, R. (2020). Todo el mundo es importante. Ediciones Obelisco. Barcelona.

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- LAZEAR, E. (1998) *Personnel Economics for managers*. Ed. John Wiley, NY
- MACKEY, J. y SISODIA, R. (2016). *Capitalismo consciente*. Empresa Activa.
- NAVAS, J. E. y GUERRAS, L. A. (2015). *La dirección estratégica de la empresa: teoría y aplicaciones*. (5ª edición). Cizur Menor (Navarra). Thomson-Reuters Civitas, 2015.
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- PORTER, M. (1999.1982). *Estrategia competitiva. Técnicas de análisis de los sectores Industriales y de la Competencia*. México. CECSA
- PUCHOL, L. et al (2012). *El libro de las habilidades directivas*. Díaz de Santos.
- ROBBINS, S.P. (2004). *Comportamiento organizacional: conceptos, controversias y aplicaciones*. (10ª ed.). México. Prentice-Hall Hispanoamericana.
- RODRIGUEZ, J.M. (2005). *El factor humano en la empresa*. Ed. Deusto
- SARATXAGA, K. (2009). *Un nuevo estilo de relaciones*. Ed. Pearson Educación.

WEB

- Human Capital Magazine: Technical magazine on HR. www.capitalhumano.es
- Site by Koldo Saratxaga on HR management and leadership. www.k2kemocionando.com
- www.fundaciontripartita.org (C. Fontanella, 21. 3º 2ª. Barcelona)
- www.mcc.es (Mondragón Corporación Cooperativa).

Software

No specific software will be used for the subject.

Various collaborative software is used, for specific dynamics, research, class presentations and work presentations.