

**Management of Human Resources**

Code: 100522  
ECTS Credits: 6

Degree	Type	Year	Semester
2500258 Labour Relations	OT	4	2

**Contact**

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**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

**Other comments on languages**

The teachers of the Catalan and Spanish teaching groups will have the power to adapt the language in the way they consider appropriate for the proper development of the subject. The group in English will obviously be held in English.

**Teachers**

Sebastián Aparicio Rincon

**Prerequisites**

The subject taught by Sebastián Aparicio in group 01 requires a general knowledge in economics and organizational behavior.

**Objectives and Contextualisation**

Human resources are a fundamental element of organizations. This is even more important for the economies of our closest environment, increasingly oriented to services. On the other hand, many organizations present in our environment are or have international relations, which implies the need to study the management of people in a much more complex economic and cultural situation than could be found a few years ago.

The subject aims to provide a vision of human resources in which the main strategic aspects are considered to allow an understanding of the processes that are carried out in this area of the companies.

The objectives of the subject are, therefore:

Understanding the concept of strategic management of human resources; understand the mechanisms of information and communication in the company; Analyze and assimilate issues to be taken into account when defining the provision of human resources. Define the training and development policy; understand the objectives and the instruments to evaluate the performance and the compensation; combine all the previous elements in order to design professional careers and the possible redimension processes of the organization.

Finally, the student must be able to make a definition of the human resources strategy and application of policies for different types of organizations, in different circumstances, in order to increase the generation of value.

## Competences

- Carrying out analysis, diagnostics, lending support and taking decisions in terms of organisational structure, labour organisation, motion study and working hours studies.
- Clearly expressing ideas or facts in a compelling way.
- Drawing up and formalising reports and documents.
- Identifying, analysing and solving complex problems and situations from an (economic, historical, legal, psychological, and sociological) interdisciplinary perspective.
- Leading a group of people, by using the appropriate methods to guide individuals or groups towards the attainment of a goal.
- Maintaining a direction and performance that reflect the effort to do the tasks with efficiency and quality.
- Organising and managing the available time.
- Producing and designing organizational strategies, developing the human resources strategy of the organization.
- Retain the ethical values and moral standards in decision-making.
- Students must be aware of the impact and implications of decisions and activities in other company areas.
- Students must be capable of deciding, sharply taking decisions and judging.
- Students must be capable of initiative, creativity and entrepreneurial spirit.
- Students must be capable of recognising and guiding the needs of people from their immediate environment.
- Students must be effective in a changing environment and when facing new tasks, responsibilities or people.
- Verbally communicating and defending a project.
- Working autonomously.
- Working effectively in teams.

## Learning Outcomes

1. Applying the administrative and organisational tools.
2. Clearly expressing ideas or facts in a compelling way.
3. Designing new organisational forms.
4. Drawing up and formalising reports and documents.
5. Knowing the indicators for the management of human resources.
6. Knowing the leadership tasks, competency-based management and executive skills. Applying them in factual assumptions.
7. Knowing the organisational forms, organisation and working methods.
8. Leading a group of people, by using the appropriate methods to guide individuals or groups towards the attainment of a goal.
9. Maintaining a direction and performance that reflect the effort to do the tasks with efficiency and quality.
10. Organising and managing the available time.
11. Relating the business strategy and human resource policies.
12. Retain the ethical values and moral standards in decision-making.
13. Students must be aware of the impact and implications of decisions and activities in other company areas.
14. Students must be capable of deciding, sharply taking decisions and judging.
15. Students must be capable of initiative, creativity and entrepreneurial spirit.
16. Students must be capable of planning and using the current indicators for the managing of human resources.
17. Students must be capable of recognising and guiding the needs of people from their immediate environment.
18. Students must be effective in a changing environment and when facing new tasks, responsibilities or people.

19. Verbally communicating and defending a project.
20. Working autonomously.
21. Working effectively in teams.

## Content

1. Strategic management of human resources in organizations
2. Planning and provision of human resources
3. Recruitment and socialization
4. Training and development
5. Evaluation and compensation
6. Indicators for the management of human resources
7. Current trends in people management
8. Relationship between business strategy and human resources policies

## Methodology

1. Theoretical classes

The aim of the theoretical classes is to offer a vision of the management of human resources in which the main strategic aspects are considered and to deepen in the understanding of the processes that are carried out in this area of the companies.

2. Presentation and discussion of exercises and practical cases

The purpose is to develop the skills needed to apply the concepts acquired in specific situations.

3. Review of articles on economic dissemination and business management

The aim is to develop the skills of reflection and analysis on the most important current aspects in human resource management.

At the beginning of the winter course there will be a schedule on the virtual campus.

The teaching of the subject will be face-to-face.

The teaching methodology and the evaluation may undergo some modification depending on the restrictions on attendance imposed by the health authorities.

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			
-	22.5	0.9	1, 5, 7, 6, 3, 16, 11
-	22.5	0.9	1, 5, 16, 11

Type: Autonomous

-	100	4	1, 12, 19, 5, 18, 2, 9, 10, 16, 4, 11, 8, 13, 15, 14, 20, 21
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## Assessment

Assessment will consist in:

Final exam: 50%

Cases, readings, article presentations: 20%

Team course final assessment: 30%

In terms of assessment, the forecast is that assessment activities based on exams can be carried out on site, both those of continuous assessment - in the space of seminars or classroom practices - as well as the final exams. Obviously, notwithstanding the fact that unforeseen health circumstances prevent it.

## Assessment Activities

Title	Weighting	Hours	ECTS	Learning Outcomes
-	20%	1.5	0.06	12, 19, 5, 18, 2, 9, 10, 16, 17, 4, 11, 8, 13, 15, 14, 20, 21
-	30%	0.5	0.02	1, 12, 19, 5, 6, 3, 2, 9, 10, 16, 4, 11, 13, 15, 20, 21
Exam	50%	3	0.12	1, 5, 7, 6, 3, 16, 11

## Bibliography

Recommended:

GÓMEZ-MEJÍA, L.R.; BALKIN D.B.; CARDY, R.L.: "Gestión de Recursos Humanos". Prentice Hall. 5ª ed.

BARON, J. & KREPS, D. Strategic Human Resources. John Wiley & Sons. 1999.

## Software

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