



Universitat de Lleida

DEGREE CURRICULUM
**HUMAN RESOURCE
MANAGEMENT**

Coordination: ROCA TORRUELLA, XAVIER

Academic year 2021-22

Subject's general information

| | | | | |
|---|---|---------------|------------------|------------------|
| Subject name | HUMAN RESOURCE MANAGEMENT | | | |
| Code | 101332 | | | |
| Semester | 2nd Q(SEMESTER) CONTINUED EVALUATION | | | |
| Typology | Degree | Course | Character | Modality |
| | Bachelor's Degree in Business Administration and Management | 4 | OPTIONAL | Attendance-based |
| Course number of credits (ECTS) | 6 | | | |
| Type of activity, credits, and groups | Activity type | PRAULA | | TEORIA |
| | Number of credits | 2.7 | | 3.3 |
| | Number of groups | 1 | | 1 |
| Coordination | ROCA TORRUELLA, XAVIER | | | |
| Department | BUSINESS ADMINISTRATION | | | |
| Important information on data processing | Consult this link for more information. | | | |
| Language | Català | | | |

| Teaching staff | E-mail addresses | Credits taught by teacher | Office and hour of attention |
|------------------------|-------------------|---------------------------|------------------------------|
| ROCA TORRUELLA, XAVIER | xavi.roca@udl.cat | 6 | |

Learning objectives

1. Understand the role played by human resources management in the field of business.
2. Know the main functions of the Human Resources management in the company, such as analyzing and designing jobs, recruit, assess performance, reward employees, career planning, training them properly and developing people.
3. Understand that the human resources of the company are people. And so, as people, have feelings, needs, emotions and motivations, and besides, everyone is quite different from the rest.
4. Know the main aspects of emotional intelligence applied to the field of business.
5. To understand the importance of teamwork and get to know techniques and resources to improve the performance of teams.
6. Analyze and understand the concept of leadership and identify its importance in business and have the tools to develop it properly.

Competences

University of Lleida strategic competences

- Correctness in oral and written language.
- Master Information and Communication Technologies.
- Master a foreign language.

Degree-specific competences

- Create and direct a business, which listens and responds to the changes of the environment in which it operates.
- Apply instrumental techniques to the analysis and solution of business problems and to the taking of decisions.
- Perform the roles related to the different functional areas of a business and institutions.

Goals

- 1. Understanding the role played by human resources in the company. 2. Understand the main functions of the Human Resources management in the company, such as analysis and design jobs, recruiting, evaluating performance, reward employees, plan your career, train and manage them properly relationship marketing approach with employees. 3. Understand that HR people are the company. And so, like people, have feelings, needs, feelings and motivations and also each person is very different from the rest. 4. Understanding the key aspects of Emotional Intelligence applied to the field of business. 5. Understand the importance of teamwork and getting to know techniques and resources to improve the performance of teams. 6. Analyze and understand the concept of leadership and identify its importance in the business and have the tools to develop it properly.
- Elaborate, interpret and audit the economical-financial information of entities and individuals, and provide them with assessment.

Degree-transversal competences

- Ability to criticise and be self-critical.
- Ability to organise and plan.

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- Teamwork and leadership.

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- Be able to work and to learn in an autonomous way and simultaneously adequately interact with others, through cooperation and collaboration.

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- Ability to analyse and synthesise.
- Act in accordance with rigour, personal compromise and in a quality orientated way.

Subject contents

1. Human Resource Management:

The role of human resource management in the enterprise

Job analysis and job design

The recruitment of human resources

The performance evaluation

Remuneration policy

Career planning

Training

2. Human beings:

1. Motivation:

Concept of motivation

Sources of motivation and motivational process

Basic motives and social motives

Motives and contramotives

Maslow on motivation

Team motivation

2. Emotion:

Concept and functions of emotion

Emotional process

Basic emotions

Social emotions

3. Emotional Intelligence:

Concept of EI

Capacities of EI

3. Teamwork:

a. The team concept

b. Benefits of Teamwork

c. Group vs team

d. Dysfunctions of teamwork

e. Steps to create a team

f. 17 laws of teamwork

g. High performance teams

4. Leadership:

a. The concept of leadership

i. Historical development of the concept of leadership

ii. The complexity of the concept of leadership

b. Leadership elements

c. Leadership evidences

d. 21 laws of leadership

e. Discussions on leadership

f. Lead your professional career

Methodology

El curs es desenvoluparà a través d'explicacions teòriques i casos pràctics. Els continguts teòrics es presentaran a classe en format powerpoint i després es facilitarà als alumnes a través del Sakai.

Les classes teòriques i pràctiques requeriran de la participació activa dels alumnes, d'opinar, discutir, criticar, analitzar... els diferents conceptes que es vagin introduint durant el curs. La part pràctica serà força diversa. Inclourà algun exercici de lectura i reflexió sobre algun article d'interès, algun cas pràctic real, la visió i posterior anàlisi d'algun vídeo, documental i/o pel·lícula.

També, en alguna sessió puntual comptarem amb la presència d'algun ponent extern que pugui explicar la seva experiència concreta en l'àmbit que estiguem estudiant. Hi haurà lectures, exercicis, treballs i reflexions tant a nivell individual com a nivell d'equip.

Evaluation

The assessment system will be continuous assessment.

Consist in following the course of an active part of the student including:

- Regular class attendance and active participation (10%)
- Completion of practice each topic (40%; 10% each of the four issues). Each unit includes one or more practices, and some will be made individually and others in groups .
- Each topic will have a test written in a test (40%; 10% each of the four issues)
- Final perform individually on some of the basic contents of the subject (10%)

To pass this subject, students must:

- Get more than 50% of the points in the final theory evaluation of every chapter
- Get more than 50% in the average of the total subject. Students who have failed one or more evaluations in theory will not be able to pass this subject

Bibliography

Recommended bibliography

- Acosta, José María. "Inteligencia Emocional en una semana". Gestión 2000 Grupo Planeta
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- Albizu, E., Landeta, J. (coord). (2001). "Dirección estratégica de recursos humanos". Madrid: Editorial Pirámide
- Adair, John. "Liderazgo y motivación". Ed. Nuevos Emprendedores
- Badaracco, Joseph L. Jr. "Liderando sin hacer ruido". Ediciones Deusto – Harvard Business School Press
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- Boyatzis Richard, McKee Annie y Johnston Frances. "Líder emocional". Ediciones Deusto
- Cashman, Kevin. "El despertar del líder". Ed. Empresa Activa
- Claver Cortés, E. y otros. "Los recursos humanos en la empresa. Un enfoque directivo". Editorial civitas
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- Pereda Marín, Santiago y Berrocal Berroca, Francisca. "Dirección y gestión de Recursos Humanos por competencias". Editorial Universitaria Ramon Areces
- Perez López, J.A. "Teoría de la acción humana en la organización". Ediciones Rialp, S.A.
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- Ulrich, Dave. "Recursos humanos champions". Editorial Granica
- Valderrama, Beatriz. "Motivación inteligente". FT Prentice Hall
- Zenger John H., Folkman, Joseph. "El líder extraordinario". Profit Editorial
- Zenger John H., Folkman, Joseph, Edinger Scott K. "El líder inspirador". Profit Editorial