



Universitat de Lleida

# DEGREE CURRICULUM **PLANNING AND ORGANISATION**

Coordination: GONZALEZ COMAS, SERGIO

Academic year 2022-23

## Subject's general information

|  |   |        |            |                  |
|--|---|--------|------------|------------------|
| Subject name                             | PLANNING AND ORGANISATION                               |        |            |                  |
| Code                                     | 101710  |        |            |                  |
| Semester                                 | 2nd Q(SEMESTER) CONTINUED EVALUATION                    |        |            |                  |
| Typology                                 | Degree  | Course | Character  | Modality         |
|  | Bachelor's Degree in Social Worker                      | 1      | COMPULSORY | Attendance-based |
| Course number of credits (ECTS)          | 6   |        |            |                  |
| Type of activity, credits, and groups    | Activity type   | PRAULA |            | TEORIA           |
|  | Number of credits                                       | 1.8    |            | 4.2              |
|  | Number of groups  | 3      |            | 1                |
| Coordination                             | GONZALEZ COMAS, SERGIO                                  |        |            |                  |
| Department                               | GEOGRAPHY AND SOCIOLOGY                                 |        |            |                  |
| Important information on data processing | Consult <a href="#">this link</a> for more information. |        |            |                  |
| Language                                 | Català  |        |            |                  |

| Teaching staff         | E-mail addresses            | Credits taught by teacher | Office and hour of attention |
|------------------------|-----------------------------|---------------------------|------------------------------|
| GONZALEZ COMAS, SERGIO | sergi.gonzalezcomas@udl.cat | 7,8                       |                              |
| HERNANDEZ TREJO, MARIO | mario.hernandez@udl.cat     | 1,8                       |                              |

## Learning objectives

Academic objectives of the subject;

- Know and understand the concepts, theories and methodologies of planning-intervention existing within the professional discipline.
- Know how to experiment, in a practical way, with the theoretical concepts presented in the classroom, in order to discover its utilities.
- Plan and execute actions within the social field, to subsequently proceed to its evaluation and design of new interventions.
- Perform social diagnoses, approach the detection and analysis of social needs, as well as programming actions that combine, in an objective way, the possibilities and the will of the intervention.
- Know and understand the decision-making process, provision of resources and timing of activities.

## Competences

Significant skills;

CG1: Develop critical thinking, analysis and synthesis skills.

CG7: Exercise autonomous learning and adapt to new situations.

CE6: Analyze and evaluate the problems and social needs present in society

## Subject contents

Fundamental contents of the subject 20/21

### MODULE 1. THE CONCEPTS

#### 1.1. PLANNING

- 1.1.1. What is planning?
- 1.1.2. Social Work Planning
- 1.1.3. Basic components of planning
- 1.1.5. Levels, types or planning systems
- 1.1.7. The continuum of planning
- 1.1.4. Own characteristics and difficulties of the planning

#### 1.2. THE PROGRAMMING

- 1.2.1. What is scheduled?
- 1.2.2. Programming in the framework of planning
- 1.2.3. Criteria and elements for the elaboration of the programming
- 1.2.4. The components of programming

## MODULE 2. THE STUDY OF SOCIAL REALITY

- 2.1. Components that make up social reality
- 2.2. Analysis of social needs, demands and problems
- 2.3. Identification and prioritization of social needs and deficiencies
- 2.4. The resources and policies available to the community
- 2.5. The social diagnosis

## MODULE 3. DESIGN AND ELABORATION OF SOCIAL INTERVENTION PROJECTS

- 3.1. Contextualization of the project in the planning process
- 3.2. Typology of social projects
- 3.3. Project development methods
- 3.4. Phases of the social intervention process
- 3.5. The different parts of the social intervention project
- 3.6. Strategies for innovative design

## MODULE 4. THE EVALUATION OF THE INTERVENTION AND REFORMULATIONS

- 4.1. What is evaluation?
- 4.2. Evaluation in the framework of social work
- 4.3. Types of evaluations
- 4.4. Stages of the evaluation process
- 4.5. Assessment techniques
- 4.6. Difficulties and possibilities in the evaluation
- 4.7. Follow-up and justification
- 4.8. Results reports

## Methodology

The methodology will be of a theoretical-practical nature so that the student learns the concepts from the practice (concrete examples of current projects in the social field at present).

The 150 hours of the subject to be carried out by the student will be organized with the following learning activities:

Face-to-face / online activities: 60 hours

45 hours in a large group. They will combine the sessions of more theoretical and conceptual explanation, encouraging the active participation of the student, especially with the most current topics and their interest. The online class system will be used through the resource of the videoconference room of the virtual campus facilitating the online work of the theoretical contents.

15 hours in medium group. There will be practical exercises on the formulation of social intervention projects and they will be corrected, through face-to-face classes, respecting the structure of the established middle groups and thus monitoring the work and proposals for improvement.

The use of computer media such as the camera and the microphone through the virtual campus are essential for the correct follow-up of the subject.

Non-contact activities: 90 hours

27 hours. Exercise on the written formulation of projects.

22 hours. Study of the syllabus.

24 hours. Readings on topics to expand the contents of the program.

17 hours. Search for additional information to solve the exercises.

## Evaluation

### EVALUATION PROCESS

The evaluation system of the subject is that of continuous evaluation. To this end, 4 blocks have been planned with the following evidence:

Block nº1; Completion of different practical exercises with work groups (groups of 4 people), worked and exposed to middle group classes with a value of 29%.

Block nº2; Delivery of the first part of the intervention project that will have worked with the working group (group of 4 people). It must be delivered in the 9th week of the subject with a value of 16%.

Block nº3; Individual theoretical and practical test that will be carried out in week 15 of the subject with a value of 29% of the subject.

Block nº4; Complete social intervention project that must be delivered in week 15 of the subject with a value of 26%.

### CONSIDERATIONS:

A- The 4 blocks of activities are mandatory. If one does not show up to one, it counts as a 0 and averages.

B- To average you need to get 3 points (out of 10) in each block of activities.

C- The work groups will be of 4 people, that will have to identify the second week of the asignatura.

D- The subject is conceived as continuous assessment. This involves the attendance and active participation of the student in the large group sessions and the obligation to attend the planned middle group classes. In order to follow the modality of continuous evaluation, the student must attend 80% of the sessions of medium groups of the subject.

E-Project: The first part of the social intervention project must be submitted no later than March 26. This will be corrected and an oral return will be made to the group so that they can improve / spend it. Week 15 will feature the full design of the project for final evaluation.

F- The evaluation tests will be of a theoretical and practical nature, with test questions and practical assumptions to be developed.

However, those students who are unable to follow the continuous assessment (and request it, in accordance with the provisions of the Udl and FEPTS regulations) will be eligible for an alternative assessment. This will consist of two tests, at the end of the semester: a theoretical test with a weight of 25% of the final grade and a practical test with a weight of 75% of the final grade. The student will also be entitled to a retake test of the second test, if applicable.

## Bibliography

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- Fernández, A.M. y Jiménez, A.M. (2005) El informe Social. Cuestiones a debate. Málaga, CODTS Málaga.
- Fernández, T y Ponce de León, L (2016) Elaboración, gestión y evaluación de proyectos sociales. Intervención social y programación. Madrid, Pirámide.
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- Lázaro, S. y otros (2007) Aprendiendo la práctica del Trabajo Social. Madrid, Universidad de Comillas.
- Manual para el acompañamiento de los itinerarios de inserción (2003) Madrid, Colegio Oficial de Trabajadores Sociales de Madrid.
- Martínez, M<sup>a</sup>J. (coord.) (2000) Para el Trabajo Social. Aportaciones teóricas y prácticas. Granada, Maristán.
- Mille Galan, J.M. (2002) Manual Bàsic d'elaboració i avaluació de projectes. Col·lecció; Útil pràctics, Barcelona.

- Raya Díez, E *et al* (2018) Ciencia y esencia en la práctica del Trabajo Social. Valencia, Tirant Humanidades.