



Universitat de Lleida

DEGREE CURRICULUM **BUSINESS ADMINISTRATION**

Coordination: TOUS MAYORAL, CONXA

Academic year 2017-18

Subject's general information

Subject name	BUSINESS ADMINISTRATION			
Code	14529			
Semester	1st Q(SEMESTER) CONTINUED EVALUATION			
Typology	Degree	Course	Typology	Modality
	Master's Degree in Industrial Engineering	2	COMPULSORY	Attendance-based
ECTS credits	6			
Groups	1GG			
Theoretical credits	4			
Practical credits	2			
Coordination	TOUS MAYORAL, CONXA			
Department	ADMINISTRACIO D'EMPRESSES			
Teaching load distribution between lectures and independent student work	60 % Face to face 40% Self work			
Important information on data processing	Consult this link for more information.			
Language	Catalan, Castilian, English.			
Office and hour of attention	dl. 17 a 19 h dj. 19 a 21 h First appointment by @ Office 0.19 FDE			

Professor/a (s/es)	Adreça electrònica professor/a (s/es)	Crèdits	Horari de tutoria/lloc
BUIXADERA MIRÓ, JORDI	jbm@aegern.udl.cat	6	

Subject's extra information

The course aims to show students how to manage business and which already scientifically proven techniques are used to carry it out . The students must be able to identify any problems and corporate improvement plan to fix it.

It must also be able to encourage their creativity and have a strategic vision of the society and economy evolution. It is also expected to see all the contents in a globalization context.

Learning objectives

GENERAL OBJECTIVE OF THE COURSE

Provide students with the knowledge and techniques , tools, skills and abilities required to effectively develop professional activities involved in the business administration and management.

The achievement of this overall objective is based on :

- Begin student orientation toward problem identification and selection of the best solution
- Knowing the different solutions that can be provided in each of the problems encountered
- Ability to identify and understand the vocabulary and appropriate terminology .
- Give students get knowledge on the mechanisms of organization and business administration
- Establish a solid foundation in the subjects treated , so that if the foundations have been properly assimilated , the student will be greatly facilitated their professional future.

Competences

Basic competences:

- CB3 To be able to integrate knowledge and face complexity in order to make judgements from an information that, being incomplete or limited, it would include issues of social and ethical responsibilities directly related to the application of this knowledge and judgements.
- CG10 To make strategic planning and apply it to construction, production and quality systems and to environmental management.
- CG11 To manage both technically and economically projects, installations, plants, companies and technological centres.
- CG12 To be able to execute functions of general management, technical management and management of R&D projects in plants, companies and technological centres.

EPS **General** competences:

- CG2 Capacity to consider the socioeconomic context as well as the sustainability criteria in the engineering solutions.
- CG3 Capacity to convey information, ideas, problems and solutions both to a specialised and no specialised public.

Specific competences set in ORDEN CIN/311/2009, february:

- CE16 Knowledge and skills to organise and manage companies.
- CE17 Knowledge, strategy and planning applied to different organisational structures.

- CE18 Knowledge of mercantile and labour laws.
- CE19 Knowledge of financial and costs accountancy.
- CE23 Capacity for research development and technological innovation management.

Subject contents

- Management processes and decision-making.
- Management skills.
- Strategic direction and design.
- Commercial and Company Law.
- Industrial and technological policy.
- Financial management.
- Financial and cost accounting.

Methodology

Classroom activities (40%): The percentages associated with each of the activities are calculated on 100%

- 1 Lectures (35%)
- 4 Troubleshooting (10%)
- 8 Practices classroom / laboratory (10%)
- 9 Evidence of assessment / examination (7.5%)
- 6 Study of cases (12.5%)
- 7 External visits (5%)
- 2 Seminars (7.5%)
- 12 Oral presentations and debates (12.5%)

self-employment (60%): The percentages associated with each of the activities are calculated on 100%

- 10 readings (10%)
- 3 Jobs (35%)
- 11 Self-study (35%)
- 6 Study of cases (20%)

Development plan

Training activity	Hours devoted to training activity	Percent presentiality
1 Lectures	21	100%
2 Troubleshooting	6	100%
3 Practices classroom / laboratory	6	100%
4 Evidence of assessment / examination	4,5	100%
5 Study of cases	7,5	100%
6 External visits	3	100%
7 Seminars	4,5	100%
8 Oral presentations and debates	7,5	100%
9 Readings	9	0%
10 Jobs	31,5	0%

11 Self-Study	31,5	0%
12 Study of cases	18	0%

Evaluation

The assessment is continuous and consists of the following tests and weightings of the final mark:

- 20% Weekly presentation and discussion of current issues led by the student (seen last week (approx. 20 issues))
- 25% Oral public presentation for the student
- 15% Written presentation and discussion of case studies (approx. 6 issues)
- 40% written exams (with authorised summaries)
 - 15% partial
 - 25% final

Bibliography

Administración - Koontz, Weihrich

Administración - Daft

Simply managing : what managers do and can do better - Henry Mintzberg

Empresa y economía industrial - Mochón et al

Inside our strange world of organizations - Henry Mintzberg

The 21st-century organization. (The McKinsey Quarterly) - Lowell L.B. and Joyce C.