

SUBJECT TEACHING GUIDE

G1206 - Human Resources Management

Degree in Labour Relations

Academic year 2021-2022

1. IDENTIFYING DATA					
Degree	Degree in Labour Relations			Type and Year	Compulsory. Year 3
Faculty	Faculty of Law				
Discipline	Subject Area: Organisation of Business and Work, Administration and Management of Human Resources Module: Disciplinary Training				
Course unit title and code	G1206 - Human Resources Management				
Number of ECTS credits allocated	6	Term	Semester based (2)		
Web					
Language of instruction	Spanish	English Friendly	No	Mode of delivery	Face-to-face

Department	DPTO. ADMINISTRACION DE EMPRESAS				
Name of lecturer	MARIA DOLORES ODRIEZOLA ZAMANILLO				
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Other lecturers					

3.1 LEARNING OUTCOMES

- The student will understand the meaning and function of HR departments in organizations.
- The student will know the most common practices and tasks that develop in people management (human resources) in the company.

4. OBJECTIVES

- KNOW THE MAIN FUNCTIONS OF HUMAN RESOURCES DEPARTMENT
- UNDERSTAND THE IMPORTANCE OF THE RELATIONSHIPS BETWEEN INDIVIDUALS (EMPLOYERS AND EMPLOYEES), AND THEIR IMPACT ON THE ORGANIZATIONAL SUCCESS
- LEARN ABOUT INDIVIDUAL AND COLLECTIVE BARGAINING IN ORGANIZATIONS

6. COURSE ORGANIZATION

CONTENTS	
1	INTRODUCTION TO HUMAN RESOURCE MANAGEMENT
2	INCORPORATION POLICY (Analysis of jobs; Recruitment and Selection process)
3	MOTIVATION AND TRAINING. MANAGEMENT MODELS
4	REMUNERATION SYSTEMS
5	WORKING CONDITIONS AND SOCIO LEGAL FRAMEWORK

7. ASSESSMENT METHODS AND CRITERIA

Description	Type	Final Eval.	Reassessn	%
Written Exam (lessons 1 to 5)	Written exam	No	Yes	40,00
Written Exam (lessons 6 to 10)	Written exam	Yes	Yes	40,00
Teamwork	Work	No	No	10,00
Continuous assessment	Others	No	No	10,00
TOTAL				100,00
Observations				
If the student fails the subject in the ordinary call, it will have to be examined in the extraordinary call from unit 1 to 10.				
Group work and continuous assessment activities do not have a minimum grade, and the results obtained during the ordinary call are kept for the extraordinary call. Although, these activities are non-recoverable because they include group work, activities directed in the classroom, or follow-up activities during the teaching of the subject.				
Observations for part-time students				
The evaluation method for part-time students will consist on a exam of unit 1 to 10 in the ordinary call, and in the extraordinary call (if it will be necessary). This exam will represent 100% of the evaluation.				

8. BIBLIOGRAPHY AND TEACHING MATERIALS

BASIC

- MARTIN HERNANDEZ, ANTONIO (2015): Dirección de Recursos Humanos. TGD.- Santander
- VALERO MATAS, J., LAMOCA, M., MARTÍN HDEZ., A. (2005): Recursos Humanos. Tecnos.Madrid.
- VALERO MATAS, J. (coord..) (2008): Recursos Humanos. Tecnos. Madrid

