

## SUBJECT TEACHING GUIDE

M242 - Management Skills and Team Management in ITC Companies

Master's Degree in Business and Information Technologies

Academic year 2022-2023

1. IDENTIFYING DATA					
Degree	Master's Degree in Business and Information Technologies			Type and Year	Optional. Year 1
Faculty	Faculty of Economics and Business Studies				
Discipline	Professional Orientation Subjects				
Course unit title and code	M242 - Management Skills and Team Management in ITC Companies				
Number of ECTS credits allocated	2,5	Term	Semester based (1)		
Web					
Language of instruction	Spanish	English Friendly	No	Mode of delivery	Face-to-face

Department	DPTO. ADMINISTRACION DE EMPRESAS				
Name of lecturer	PABLO MARIA DE CASTRO GARCIA				
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Other lecturers	MONICA CASTRO FUENTES				

### 3.1 LEARNING OUTCOMES

- Get a global overview of the communication skills, team work and team management which all the employees and/or manager must have.

### 4. OBJECTIVES

- 1st Get contact with leadership styles.
- 2nd Get contact with the communication methodology and conflict management.
- 3rd Improve skills in team working and team management.

6. COURSE ORGANIZATION	
CONTENTS	
1	Meetings and presentations
2	Leadership theory and examples
3	Feedback

7. ASSESSMENT METHODS AND CRITERIA				
Description	Type	Final Eval.	Reassessn	%
Final presentation	Laboratory evaluation	Yes	Yes	50,00
Continuous evaluation and labs exercises	Laboratory evaluation	No	No	50,00
TOTAL				100,00
Observations				
Final speech with public defense: Laboratory evaluation 50,00%				
Continuous evaluation: Others 50,00%				
Observations for part-time students				
Final presentation even through video or Skype				

8. BIBLIOGRAPHY AND TEACHING MATERIALS
BASIC
El libro de las habilidades directivas / Luis Puchol... [et al]. Editorial: Madrid : Díaz de Santos, [2003] ISBN: 84-7978-589-6
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