



Academic year	2017-18
Subject	20505 - Organisational Design and Human Resources
Group	Group 20, 1S, GTUR
Syllabus	F
Language	English

Subject

Name	20505 - Organisational Design and Human Resources
Credits	1.8 in-class (45 hours) 4.2 distance (105 hours) 6 total (150 hours).
Group	Group 20, 1S, GTUR (Campus Extens)
Period	First semester
Language	English

Lecturers

Lecturers	Office hours for students					
	Starting time	Finishing time	Day	Start date	End date	Office
Tomás Lejarraga - tomas.lejarraga@uib.eu	13:00	14:00	Thursday	11/09/2017	13/07/2018	DB122 cita per e-mail

Context

This course is about learning how people behave within organizations. We will begin by studying the individual, her attitudes, motivation, and decisions. We will then study how individuals behave as part of a group, how they communicate, how they negotiate, and how they lead. Finally, we will examine how the organizational structure affects their behaviour, for example, their willingness to exert effort or to be creative. Leaders that understand what influences people's behavior will manage their organizations more successfully and develop their own professional career more effectively.

The language of instruction for this course will be English. Students taking this course will learn specific economic/tourism-related vocabulary and develop both their productive and receptive skills in English, and therefore acquire further knowledge of the English language.

Requirements

Skills

The aim of this course is to help students understand how individual, group, and organizational characteristics influence people's behavior. This competence will help them make adequate organizational decisions, lead people more effectively, and manage their own professional careers.

Specific

- * CE-6. Acquiring a critical understanding of the importance of financial processes, business relations, market policies and the evolution of world economies that have a broad influence on tourism flows..



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- * CE-7. Learning to gather, process, analyse and interpret information and to tackle tourism issues through the application of specific skills used by workers employed in different branches of tourism, including the appropriate use of information and communication technologies (ITC)..
- * CE-12. Applying knowledge, methods and techniques in the workplace that have been acquired during his/her undergraduate training and developing them with a high degree of responsibility, ethical commitment and capacity for integration in multidisciplinary teams..

Generic

- * CG-3: Having the capacity to gather and interpret relevant quantitative, qualitative and spatial data, so as to make judgements that entail critical reflection on relevant tourism-related subjects of a spatial, social, economic, legal, scientific and ethical nature..
- * CG-4: Being able to get across information, ideas, problems and solutions in any of the tourism-related subject areas to both a specialist and non-specialist public..
- * CG-5: Having developed the necessary learning skills to undertake professional tasks and postgraduate tourism studies with a high degree of independence..

Basic

- * You may consult the basic competencies students will have to achieve by the end of the degree at the following address: <http://www.uib.eu/study/grau/Basic-Competences-In-Bachelors-Degree-Studies/>

Content

Theme content

1. The individual
 - * Attitudes and job satisfaction
 - * Personality and values
 - * Perception and individual decision making
 - * Motivation
2. The group
 - * Foundations of group behavior
 - * Understanding work teams
 - * Leadership
 - * Power and politics
 - * Conflict and negotiation
3. The organization
 - * Foundations of organization structure
 - * Organizational culture
 - * Human resource policies and practices
 - * Organizational change and stress management

Teaching methodology

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Workload

Each of the activities show the distribution of workload according to different in-class or student learning assessment activities, and its equivalence to ECTS credits (1 ECTS credit is equivalent to 25 hours of workload).

In-class work activities

Modality	Name	Typ. Grp.	Description	Hours
Theory classes	Theory classes	Large group (G)	The professor will explain theories and theoretical concepts.	20.5
Practical classes	Practical classes	Medium group (M)	The professor will present problems, case studies, or other exercises that will allow students to apply the theoretical concepts to concrete situations. Students will work individually or in groups, and then the professor will guide a discussion combining theory and practice.	20
Assessment	First exam	Large group (G)	The first exam will evaluate the competences and knowledge acquired in relation to the first theme of the course.	1.5
Assessment	Second exam	Large group (G)	The second exam will evaluate the competences and knowledge acquired in relation to the second theme of the course.	1.5
Assessment	Third exam	Large group (G)	The third exam will evaluate the competences and knowledge acquired in relation to the third theme of the course.	1.5

At the beginning of the semester a schedule of the subject will be made available to students through the UIBdigital platform. The schedule shall at least include the dates when the continuing assessment tests will be conducted and the hand-in dates for the assignments. In addition, the lecturer shall inform students as to whether the subject work plan will be carried out through the schedule or through another way included in the Campus Extens platform.

Distance education work activities

Modality	Name	Description	Hours
Individual self-study	Reading	To make the most of the lectures and practical classes, students are expected to read the corresponding book chapters before class.	105



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Specific risks and protective measures

The learning activities of this course do not entail specific health or safety risks for the students and therefore no special protective measures are needed.

Student learning assessment

There will be three retrievable exams. Each exam will be graded in the 0 to 10 range. The final grade will be the average of the grades obtained in the three exams according to the weights in the table below. To earn credits, students must obtain a final grade higher than or equal to 5.

Only students whose final grade is lower than 5 can take the recovery exams.

The following are the justified reasons to miss an exam: 1) accident; 2) hospitalization; 3) birth or adoption of a child; 4) death of a family member up to second degree of consanguinity or first degree of affinity--in both cases, the situation must coincide with the date of the activity, thus making impossible its realization; 5) circumstances derived from UIB activities: official mobility programs, participation in high-performance sports activities, involvement in cultural activities on behalf of UIB. In any of these events, the professor will arrange a convenient exam date.

First exam

Modality	Assessment
Technique	Objective tests (retrievable)
Description	The first exam will evaluate the competences and knowledge acquired in relation to the first theme of the course.
Assessment criteria	Exam consisting of questions requiring multiple-choice and written answers.

Final grade percentage: 33%

Second exam

Modality	Assessment
Technique	Objective tests (retrievable)
Description	The second exam will evaluate the competences and knowledge acquired in relation to the second theme of the course.
Assessment criteria	Exam consisting of questions requiring multiple-choice and written answers.

Final grade percentage: 33%





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Third exam

Modality	Assessment
Technique	Objective tests (retrievable)
Description	The third exam will evaluate the competences and knowledge acquired in relation to the third theme of the course.
Assessment criteria	Exam consisting of questions requiring multiple-choice and written answers.

Final grade percentage: 34%

Resources, bibliography and additional documentation

Basic bibliography

Robbins, S. P., & Judge, T. (2013). Organizational Behavior. 15th Ed. Prentice Hall.

