

# **LABOUR RELATIONS AND HUMAN RESOURCES**

## **MANAGEMENT DEGREE (BA)**

### **Course catalogue and timetable**

The degree is divided in four years, with two semesters each year (Autumn term, from the end of September to mid of February and Spring term, from mid of February to the end of June). Each term has 18 weeks of academic activities.

A normal study load includes 30 ECTS per semester or 60 ECTS per academic year. Erasmus and International Mobility Programme students may take any course they want from the catalogue, even if they are taught in different years within the degree, also from the optional course catalogue. You may also choose any course from the other degrees in the faculty (Communication, Social Work, Sociology and Labour Relations). Just check that the timetables of the chosen courses do not overlap.

To check the description of each course (in Spanish) please, go to

<http://www.usal.es/grado-en-relaciones-laborales-y-recursos-humanos-facultad-de-ciencias-sociales>

And once there to “guía académica 2018-2019”. You may also check there other important information as, for instance, exam dates in “Calendario de evaluación”

At the beginning of the academic term, please, check with the professors the main guidelines of each subject and the way it is going to be assessed. Please, take into account:

- FIRST 16 WEEKS EACH TERM: ordinary teaching period for lectures and continuous assessment (there will be different open-question exams, tests, essays to be handed in, tutorial activities, presentations etc. Check at the beginning with your professors)
- END OF WEEK 16<sup>th</sup>: the student will receive the mark corresponding to the ordinary teaching period.
- WEEK 17<sup>th</sup>: revision for those students who do not pass the exams in the ordinary period or those students who have to repeat part of the assignments.
- WEEK 18<sup>th</sup>: resit exams only for those students who failed in the ordinary period

There are some details in the planning still to be decided, as the classrooms for the different courses. To check the updating go to the Faculty of Social Sciences web in:

<http://cienciassociales.usal.es/>

Labour Relations degree coordinator is Prof. Carmen Patino([carpatino@usal.es](mailto:carpatino@usal.es))

## **TIMETABLE**

The timetables are available in the document available in this same web page named:

**Horarios Relaciones Laborales/Laboural Relations Timetable**

Please, check the English translation in the below reported course catalogue.

All classrooms are located in FES Building, in Campus Miguel de Unamuno and the appropriate number appears in the upper right corner in each year timetable: i.e. **aula 106** is a classroom in the first floor in the FES building. In general all the courses belonging to one year are taught in the same classroom except when it says something different specifically (and it is marked with an \*). There could be some changes regarding the classrooms, please check the updates at the beginning of the academic year in September in the faculty web page.

There are different timetables for each semester (which is marked in each timetable at the right as PRIMER SEMESTRE, OR SEGUNDO SEMESTRE, for the winter and spring semesters in each case).

At the end you may find the timetables for the optional courses (optional means that the students following the whole grade in Salamanca may choose among them). You may choose courses from the optional catalogue too.

The professor in charge of each course is written just below the name of the subject. In those cases in which after the name of the course is specified DESDOBLE1 or DESDOBLE2 means that there are two groups and that the lecture is more practical in its content. You may choose the group that better fits your timetable.

There is an alternative timetable for Group 1 for Group 2. You just have to choose between them which fits better to your timetable. The timetable for Group 1 (GRUPO

1) is in the morning and for Group 2 (GRUPO 2) in the afternoon/evening. Some of the courses are taught in both timetables, you just have to choose one of them.

The time slot that is named +FACULTAD is meant to be reserved to cultural activities within the faculty. There will be also cultural activities specifically designed in each course (labeled as COMPLEMENTO DE DOCENCIA).

## **COURSE CATALOGUE**

**(The number before the name of the course is the code number of it and after it, in brackets, is the number of the ECTS of each course)**

### **PRIMER CURSO/FIRST YEAR**

#### **Primer Semestre/Autumn term**

104500 FUNDAMENTOS DE ORGANIZACIÓN DE EMPRESAS/PRINCIPLES OF BUSINESS MANAGEMENT (6 ECTS)

104501 INTRODUCCION A LA SOCIOLOGIA/INTRODUCTION TO SOCIOLOGY (6 ECTS)

104502 HISTORIA SOCIAL CONTEMPORANEA/CONTEMPORARY SOCIAL HISTORY (6 ECTS)

104503 INTRODUCCION AL DERECHO CONSTITUCIONAL/INTRODUCTION TO CONSTITUTIONAL LAW (4 ECTS)

104504 INTRODUCCION AL DERECHO CIVIL/INTRODUCTION TO CIVIL LAW (4 ECTS)

104505 INTRODUCCION AL DERECHO MERCANTIL/INTRODUCTION TO BUSINESS LAW (4 ECTS)

#### **Segundo Semestre/Spring term**

104506 INTRODUCCION A LA DIRECCION DE RECURSOS HUMANOS/INTRODUCTION TO HUMAN RESOURCES MANAGEMENT (6 ECTS)

104507 ECONOMIA DE LOS RECURSOS HUMANOS/HUMAN RESOURCES ECONOMICS (6 ECTS)

104508 SOCIOLOGIA DE LAS RELACIONES DE TRABAJO/SOCIOLOGY OF LABOUR RELATIONS (6 ECTS)

104509 ECONOMIA/ECONOMICS (6 ECTS)

104510 ESTADISTICA/STATISTICS (6 ECTS)

## **SEGUNDO CURSO/SECOND YEAR**

### **Primer Semestre/Autumn term**

104511 PSICOLOGIA DEL TRABAJO Y DE LAS ORGANIZACIONES/PSYCHOLOGY OF LABOUR AND ORGANIZATIONS (6 ECTS)

104512 CONTABILIDAD/ACCOUNTABILITY (6 ECTS)

104513 DERECHO ADMINISTRATIVO/ADMINISTRATIVE LAW (6 ECTS)

104514 INTRODUCCION A LA DIRECCION ESTRATEGICA/INTRODUCTION TO STRATEGIC MANAGEMENT (4 ECTS)

104515 DERECHO DEL TRABAJO I/ LABOUR LAW I(4 ECTS)

104516 TECNICAS ESTADISTICAS DE INVESTIGACION SOCIAL/ STATISTICAL TECHNIQUES FOR SOCIAL RESEARCH (4 ECTS)

### **Segundo Semestre/Spring term**

104517 PSICOLOGIA DEL CONFLICTO Y LA NEGOCIACION/ PSYCHOLOGY OF CONFLICT AND NEGOTIATION (6 ECTS)

104518 DERECHO DEL TRABAJO II / LABOUR LAW II(6 ECTS)

104519 DERECHO DE LA SEGURIDAD SOCIAL I / SOCIAL SECURITY LAW I (6 ECTS)

104520 DERECHO SINDICAL I / LABOUR UNIONS LAW I (4 ECTS)

104521 ECONOMIA LABORAL/ LABOUR ECONOMICS (4 ECTS)

104522 HISTORIA DE LAS RELACIONES LABORALES / HISTORY OF LABOUR RELATIONS (4 ECTS)

## **TERCER CURSO/THIRD YEAR**

**Primer Semestre/Autumn term**

- 105523 DIRECCION ESTRATEGICA DE RECURSOS HUMANOS/HUMAN RESOURCES STRATEGIC MANAGEMENT (6 ECTS)
- 104524 DERECHO SINDICAL II /LABOUR UNIONS LAW (4 ECTS)
- 104525 DERECHO DE LA SEGURIDAD SOCIAL II / SOCIAL SECURITY LAW II (4 ECTS)
- 104526 MARCO NORMATIVO DE LAS POLITICAS SOCIOLABORALES / NORMATIVE ENVIRONMENT OF SOCIO-LABOUR POLICIES (4 ECTS)
- PLUS OPTIONAL COURSES (12 ECTS)

**Segundo Semestre/Spring term**

- 104527 DESARROLLO DE RECURSOS HUMANOS / HUMAN RESOURCES DEVELOPMENT (6 ECTS)
- 104528 ORGANIZACIÓN Y METODOS DE TRABAJO / LABOUR ORGANIZATIONS AND METHODS (6 ECTS)
- 104529 DERECHO PROCESAL DEL TRABAJO I / LABOUR PROCEDURAL LAW I (6 ECTS)
- 104530 DERECHO DE LA PREVENCION DE RIESGOS LABORALES I / LABOUR RISKS PREVENTION LAW I (4 ECTS)
- 104531 DERECHO LABORAL INTERNACIONAL Y DE LA UNION EUROPEA / INTERNATIONAL AND EU LABOUR LAW (4 ECTS)
- 104532 EMPLEO PUBLICO / PUBLIC EMPLOYMENT(4 ECTS)

**CUARTO CURSO/FOURTH YEAR**

**Primer Semestre/Autumn term**

- 104533 DERECHO PROCESAL DEL TRABAJO II / LABOUR PROCEDURAL LAW II (4 ECTS)
- 104534 DERECHO DE LA PREVENCION DE RIESGOS LABORALES II / LABOUR RISKS PREVENTION LAW II (4 ECTS)
- 104535 AUDITORIA DE RECURSOS HUMANOS / HUMAN RESOURCES AUDITING (4 ECTS)

104536 PSICOLOGIA DE LA SALUD LABORAL / PSYCHOLOGY OF LABOUR  
HEALTH 3  
PLUS OPTIONAL COURSES (15 ECTS)

**Segundo Semestre/Spring term**

104537 ECONOMIA DEL ESTADO DEL BIENESTAR / WELFARE STATE  
ECONOMICS (6 ECTS)

104538 PRACTICAS DE DERECHO DEL TRABAJO Y SEGURIDAD SOCIAL /  
SOCIAL SECURITY AND LABOUR LAW PRACTICUM (6 ECTS)

104539 PRACTICAS DE EMPRESA / WORK PLACEMENT (12 ECTS)

104540 TRABAJO FIN DE GRADO / DISSERTATION (6 ECTS)

**OPTIONAL COURSES CATALOGUE**

**Primer Semestre/Autumn term**

104541 ANALISIS DE LA INFORMACION FINANCIERA / FINANCE  
INFORMATION ANALYSIS (4 ECTS)

104542 ASESORIA ECONOMICA DE PYMES / SMALL COMPANIES ECONOMIC  
ASSESSMENT (3 ECTS)

104543 AUDITORIA LABORAL Y DE SEGURIDAD SOCIAL / LABOUR  
AUDITING AND SOCIAL SECURITY (4 ECTS)

104546 DERECHO DEL TRABAJO AUTONOMO Y DE LA ECONOMIA SOCIAL /  
AUTONOMOUS LABOR LAW AND SOCIAL ECONOMY LAW (4 ECTS)

104547 DERECHO PENAL DEL TRABAJO / LABOUR PENAL LAW (4 ECTS)

104548 DIRECCION DE EQUIPOS DE TRABAJO / TEAM WORK DIRECTION (3  
ECTS)

104550 ECONOMIA FINANCIERA / ECONOMIC FINANCE (3 ECTS)

104551 ESTRUCTURA ECONOMIA ESPAÑOLA / SPANISH ECONOMIC  
STRUCTURE (3 ECTS)

104552 FISCALIDAD EN LA EMPRESA / BUSINESS TAXATION (4 ECTS)

104554 GESTION FINANCIERA / FINANCIAL MANAGEMENT (4 ECTS)

104555 GESTION POR COMPETENCIAS / MANAGEMENT BY COMPETENCES  
(3 ECTS)

104556 HABILIDADES SOCIALES EN LA EMPRESA / SOCIAL SKILLS IN  
BUSINESS (3 ECTS)

104558 POLITICAS PUBLICAS / PUBLIC POLICY (4 ECTS)