

Course guide

240804 - 240804 - Work Organisation

Last modified: 06/06/2024

Unit in charge: Barcelona School of Building Construction
Teaching unit: 1004 - UB - (ENG)Universitat de Barcelona.

Degree: MASTER'S DEGREE IN OCCUPATIONAL HEALTH AND SAFETY (Syllabus 2016). (Compulsory subject).

Academic year: 2024 **ECTS Credits:** 3.0 **Languages:** Spanish

LECTURER

Coordinating lecturer: César Castillo López

Others:

DEGREE COMPETENCES TO WHICH THE SUBJECT CONTRIBUTES

Specific:

1. Identify and distinguish the different integration models for the prevention in the management of the company.

TEACHING METHODOLOGY

The theoretical sessions of explanation or, in other words, the so-called master classes will be reduced to the minimum necessary, being used exclusively to expose those topics that are considered only accessible through the explanation of the teacher.

The usual methodology in the class will be that of the so-called Learning Based on problem solving and, very especially, on Case Analysis.

As already mentioned above, the student will be able to have the reading material and the bibliographic recommendations necessary to elaborate the contributions to the necessary theory that allows him to tackle the problems that will be delivered in the different face-to-face sessions.

LEARNING OBJECTIVES OF THE SUBJECT

The course aims for the student to know the different ways of structuring the work through both a historical analysis that allows to see the developments in this field and an analysis of the current reality where the processes of change mark the need for flexible and adaptable structures to these processes.

STUDY LOAD

Type	Hours	Percentage
Hours large group	27,0	36.00
Self study	48,0	64.00

Total learning time: 75 h

CONTENTS

-APPROXIMATION TO THE WORK STUDY

Description:

It is a subject of highly theoretical content and of a historical nature, so it is considered that the students must carry out the corresponding readings for each of the concepts in terms of their evolution over the years as well as their impact on the human system.

For this, the teacher will focus the essential ideas that will be collected in a material that will be delivered to the student throughout the course.

(PowerPoint material: Work organization)

1. Definition of work and associated concepts
2. Different ways of understanding work throughout history and its connection with the concept of the working person.
(PowerPoint material: Historical process)
3. The importance of work organization.

Recommended Reading: The Changing World of Work

Full-or-part-time: 1h

Theory classes: 1h

-21ST CENTURY ORGANIZATIONS: WORK PLANNING

Description:

In the same way as the previous topic, the concepts related to the structuring and strategic planning of 21st century organizations will be delivered to the student in the form of written material or PowerPoint so that the essential concepts can be discussed in face-to-face classes.

1. The organizations of the 21st century; change processes (PowerPoint material).
2. The decision processes regarding the organization of work. Strategies and structures and their relationship with people at work
(Analysis of a practical case on the subject).
3. Human resources strategies.

Full-or-part-time: 1h

Theory classes: 1h

-ANALYSIS OF DIFFERENT HUMAN RESOURCES STRATEGIES IN RELATION TO JOB SATISFACTION

Description:

It is intended that the student can know, thanks to the implementation of different practical cases, the so-called additive processes, development and stimulation of people in the organization with regard to work.

1. Additive processes: recruitment and hiring (PowerPoint material, practical cases designed ad hoc and explanations in class).
2. People development processes: training (PowerPoint material, case studies designed ad-hoc and explanations in class).
3. The stimulation processes (PowerPoint material, practical cases designed ad-hoc and explanations in class).

Full-or-part-time: 1h

Theory classes: 1h

-PLANNING OF PEOPLE AT WORK: SATISFACTION AND COMMITMENT

Description:

Finally, the subject contemplates the different possible strategies capable of generating commitment with the organization by its Human Resources while trying to achieve satisfaction on the part of these Human Resources in the performance of their work.

1. The selection of personnel: from the analysis of CVs to the selection by competences (several practical cases to solve in class)
2. The selection interview (specific material)
3. Performance evaluation
4. Job analysis

Full-or-part-time: 1h

Theory classes: 1h

GRADING SYSTEM

Throughout the development of the subject, all students will have the possibility of making contributions to the theoretical approaches of each of the topics. During these contributions, each student, individually, will be able to get to know the thought processes and in the form of work groups that will have to face the presentation of the final case.

The evaluation of this subject is carried out through the presentation, by the group formed for this purpose (maximum three people) of a practical case proposed by the professor of the subject whose value ranges between 0 and 10 points.

BIBLIOGRAPHY

Basic:

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- Alcover, Carlos María. Psicología del trabajo. UNED, 2012. ISBN 9788436264173.
- Arnold, John. Work Psychology. 5a ed.. Pearson Education, 2010. ISBN 9780273711216.
- Béraud Gzmán, Rodrigo. Selección de personal: 10.000 postulados, 1 solo cargo. Amazon Media, 2017.
- Winslow, Charles D.; Bramer, William L.. La nueva organización del trabajo: sistemas de información en la economía del conocimiento. Barcelona: Ediciones Deusto, 1995. ISBN 9788423413744.
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- Chamorro-Premizic, T.; Furnham, A.. Psicología de la selección de personal. TEA, 2010.
- Koppes Bryan, Laura. Historical perspectives in industrial and organizational psychology. 2007. ISBN 9780367146054.
- Pascale, Richard T.. El líder en tiempos de caos. Ediciones Paidós, 2000. ISBN 8449311934.
- Pereda Marin, Santiago; Berrocal Berrocal, Francisca. Técnicas de gestión de RRHH por competencias.. Ramón Areces, 2011.
- Weick, Karl E.. Making sense of the organizations. Blackwell, 2001.