1. BASIC INFORMATION

Course	*Management skills*
Degree program	*Psychology*
School	*Health Science*
Year	*4th*
ECTS	*6*
Credit type	*Compulsory*
Language(s)	*English*
Delivery mode	*On campus*
Semester	*2sd*
Academic year	*2023/2024*
Coordinating professor	*Valeria Farriol*

2. PRESENTATION

Managerial Skills is a compulsory course within the Psychology Degree corresponding to the second semester of the fourth year with a value of 6 ECTS credits, just like the rest of the mandatory subjects in the degree program.

It is highly likely that any university student today will have to lead teams of people and projects in the near future. In this regard, this course aims to introduce students to the necessary skills for effective leadership, as well as to foster the acquisition of such skills.

Students will be able to understand the basic concepts and develop the necessary competencies of the managerial profile, being able to design and interpret a balanced scorecard, carry out communicative processes in organizations, as well as develop the necessary competencies for negotiation and teamwork appropriate to each situation.

Future managers and current managers need training and continuous updating of their competencies and skills to have both intellectual and practical tools so that their management contributes to the success of the organization. In a generic sense, it can be said that the work of a manager consists of achieving the objectives established by the organization, using the resources assigned to them in the most efficient way possible. How each manager achieves these objectives depends on the skills they possess.

3. COMPETENCIES AND LEARNING OUTCOMES

Core competencies:
- *CG02 - Know the basic laws of the different psychological processes.*
- *CG05 - Know the psychosocial principles of the functioning of groups and organisations.*

- *CG10 - Know the correct use of the English language in the industry, both for specialised and non-specialised audiences.*
- *CB01 - Students demonstrate possession and understanding of knowledge in an area of study typically based on general secondary education. This knowledge level is often supported by advanced textbooks and may also include aspects from the forefront of their field of study.*
- *CB02 - Students know how to apply their knowledge to their work or vocation in a professional manner and possess the skills that are usually demonstrated through preparation and defense of arguments and resolution of problems within their area of study.*
- *CB03 - Students should have the capacity to gather and interpret relevant data, typically within their area of study, to form judgments that include opinions on pertinent social, scientific, or ethical issues.*
- *CB04 - Students can convey information, ideas, problems, and solutions to both specialized and non-specialized audiences.*
- *CB05 - Students have developed the necessary learning abilities to undertake further studies with a high degree of autonomy.*

Cross-curricular competencies:
- *CT01 - Self-directed Learning: Capacity to choose strategies, tools and the most effective moments for learning and independently putting into practice what has been learned.*
- *CT02 - Self-confidence: Capacity to assess your own results, performance and competencies with the internal belief that you are capable of doing the tasks and facing the challenges that you encounter.*
- *CT10 - Innovation and creativity: Capacity to propose and draw up new and original solutions that add value to problems that are faced, even in fields different from the problem's field.*

Specific competencies:
- *CE10 - Know how to identify organisational/ interorganisational problems and needs.*
- *CE11 - Know how to analyse the context where individual behaviour and group/organisational processes develop.*
- *CE19 - Know how to apply intervention strategies and methods directly to contexts: building healthy situations, etc.*
- *CE25 - Know how to appropriately and effectively give feedback to recipients.*
- *CE26 - Be able to prepare oral and written reports in the field of Psychology.*
- *CE27 - Be able to identify group/intergroup problems and needs.*

Learning outcomes:
- **LO1:** *Students will be able to understand the basic concepts and develop the necessary competences of a managerial role, be able to design and interpret a balanced scorecard, carry out communication processes in organisations, as well as develop the necessary skills for negotiation and teamwork appropriate to each situation.*

The following table shows the relationship between the competencies developed during the course and the learning outcomes pursued:

Competencies	Learning outcomes

CG2, CG05, CG10, CB01, CB02, CB03, CB04, CB05, CT01, CT02, CT10, CT13, CE08, CE10, CE11, CE19, CE25, CE26	LO1

4. CONTENT

Manager role.
Decision-making.
Communication.
Interpersonal skills.
Time management and planning.
Vision.
Change management.
Multicultural management.
Conflict management.
Management by objectives.
Employee assessment.
Managerial ethics and exemplariness.
Ongoing improvement of the manager.

5. TEACHING-LEARNING METHODOLOGIES

The types of teaching-learning methodologies used are indicated below:

- *Problem-based learning*
- *Cooperative learning*
- *Lectures*
- *Simulation environments*
- *Student oral presentations*
- *Case method*

6. LEARNING ACTIVITIES

Listed below are the types of learning activities and the number of hours the student will spend on each one:

Campus-based mode:

Learning activity	Number of hours

Debates	*10*
Practical exercises	*20*
Formative evaluation (feedback of evaluation tests)	*5*
Lectures	*35*
Problem-solving	*25*
Face-to-face tutorial	*5*
Independent work	*50*
TOTAL	**150**

7. ASSESSMENT

Listed below are the assessment systems used and the weight each one carries towards the final course grade:

Campus-based mode:

Assessment system	Weight
Case studies and problem-solving	*15*
Oral presentations	*15*
Participation in debates and forums	*10*
Knowledge tests	*60*

When you access the course on the Campus Virtual, you'll find a description of the assessment activities you have to complete, as well as the delivery deadline and assessment procedure for each one.

7.1. First exam period

To pass the course in the first exam period, you must obtain a final course grade of at least 5 out of 10 (weighted average).

In any case, you will need to obtain a grade of at 5.0 in the final exam in order for it to count towards the final grade along with all the grades corresponding to the other activities.

7.2. Second exam period

To pass the course in the second exam period, you must obtain a final grade of at least 5 out of 10 (weighted average).

In any case, you will need to obtain a grade of at 5.0 in the final exam in order for it to count towards the final grade along with all the grades corresponding to the other activities.

The student must deliver the activities not successfully completed in the first exam period after having received the corresponding corrections from the professor, or those that were not delivered in the first place.

8. SCHEDULE

This table shows the delivery deadline for each assessable activity in the course:

Assessable activities	Deadline
Case studies and problem-solving	After the explanation of the corresponding didactic unit
Oral presentations	After the explanation of the corresponding didactic unit
Participation in debates and forums	After the explanation of the corresponding didactic unit
Knowledge tests	First and second call: following the university's academic calendar

This schedule may be subject to changes for logistical reasons relating to the activities. The student will be notified of any change as and when appropriate.

9. BIBLIOGRAPHY

The main reference work for this subject is:

Currently being updated

10. EDUCATIONAL GUIDANCE AND DIVERSITY UNIT

From the Educational Guidance and Diversity Unit we offer support to our students throughout their university life to help them reach their academic achievements. Other main actions are the students inclusions with specific educational needs, universal accessibility on the different campuses of the university and equal opportunities.

From this unit we offer to our students:

1. *Accompaniment and follow-up by means of counselling and personalized plans for students who need to improve their academic performance.*
2. *In terms of attention to diversity, non-significant curricular adjustments are made in terms of methodology and assessment for those students with specific educational needs, pursuing an equal opportunities for all students.*
3. *We offer students different extracurricular resources to develop different competences that will encourage their personal and professional development.*
4. *Vocational guidance through the provision of tools and counselling to students with vocational doubts or who believe they have made a mistake in their choice of degree.*

Students in need of educational support can write to us at:
unidad.diversidaduev@universidadeuropea.es

11.ONLINE SURVEYS

Your opinion matters!

The Universidad Europea encourages you to participate in several surveys which help identify the strengths and areas we need to improve regarding professors, degree programs and the teaching-learning process.

The surveys will be made available in the "surveys" section in virtual campus or via e-mail.

Your assessment is necessary for us to improve.

Thank you very much for your participation.