



1. General information

Course: BUSINESS MANAGEMENT FUNDAMENTALS**Type:** BASIC**Degree:** 347 - DEGREE PROGRAMME IN COMPUTER SCIENCE ENGINEERING (CR)**Center:** 108 - SCHOOL OF COMPUTER SCIENCE OF C. REAL**Year:** 1**Main language:** English**Use of additional languages:****Web site:****Code:** 42304**ECTS credits:** 6**Academic year:** 2022-23**Group(s):** 22 23 20 21**Duration:** First semester**Second language:** English**English Friendly:** N**Bilingual:** Y**Lecturer:** JESÚS MARÍA DÍAZ DE MERA ARANDA - Group(s): 20

Building/Office	Department	Phone number	Email	Office hours
Escuela Superior de Informática	ADMINISTRACIÓN DE EMPRESAS		Jesus.DiazdeMera@uclm.es	

Lecturer: JOSE LUIS JURADO RINCON - Group(s): 23

Building/Office	Department	Phone number	Email	Office hours
Escuela Superior de Informática	ADMINISTRACIÓN DE EMPRESAS	926295300	jose Luis.jurado@uclm.es	

Lecturer: ISIDRO PEÑA GARCIA PARDO - Group(s): 20 21 22 23

Building/Office	Department	Phone number	Email	Office hours
Escuela Superior de Informática	ADMINISTRACIÓN DE EMPRESAS	3926295300	isidro.pena@uclm.es	

Lecturer: ANDRES JAVIER PRADO DOMINGUEZ - Group(s): 22 23

Building/Office	Department	Phone number	Email	Office hours
CTIC. Dirección	ADMINISTRACIÓN DE EMPRESAS	926051966	Andres.Prado@uclm.es	

2. Pre-Requisites

Not established

3. Justification in the curriculum, relation to other subjects and to the profession

This subject provides the student with a first overview of the organizational field, so it is useful for the professional development of future computer engineers who will have to carry out their activity in these business environments. All this in the context of Annex II (paragraph 5) of the Resolution of 8 June 2009 of the General Secretariat of Universities (BOE 04-08-2009), which postgraduate studies in Computer Engineering, and in accordance with the White Paper on Computer Engineering and the conclusions of the plenary assembly of the Conference of Directors and Deans of (CODDI), held in Zaragoza in September 2007

4. Degree competences achieved in this course

Course competences

Code	Description
BA06	Proper knowledge about the idea of business, administrative possibilities and requirements, and legal obligations. Organization and management of businesses.
INS01	Analysis, synthesis, and assessment skills.
INS02	Organising and planning skills.
INS05	Argumentative skills to logically justify and explain decisions and opinions.
PER01	Team work abilities.
PER04	Interpersonal relationship skills.
SIS03	Autonomous learning.
SIS05	Creativity.
SIS06	Leadership skills.
UCLM03	Accurate speaking and writing skills.

5. Objectives or Learning Outcomes

Course learning outcomes

Description

Comprehension and assimilation of the concept, functioning and organization of a corporate company, and of how relationships are established between the different sections comprising such companies.

The achievement of a global vision of the workings of finance areas, production, marketing and human resources.

The achievement of a global vision of the process of running a company, and of the ability to assess different strategic options and make optimal decisions via a rational approach.

Knowledge of the various (partial or fully) computer-oriented organizational frameworks.

6. Units / Contents

Unit 1: NATURE OF THE COMPANY AND ITS ENVIRONMENT

Unit 2: STRATEGIC MANAGEMENT

Unit 3: FINANCIAL FUNCTION

Unit 4: HUMAN RESOURCE MANAGEMENT

Unit 5: PRODUCTION FUNCTION AND PROJECT MANAGEMENT

Unit 6: MARKETING

Unit 7: INFORMATION AND COMMUNICATION TECHNOLOGIES

ADDITIONAL COMMENTS, REMARKS

Laboratory practicals:

1. Case study 1 Unit 1

2. Case study 2 Unit 2

3. Laboratory 1 Unit 3

4. Case study Unit 4

5. Case study Unit 6

7. Activities, Units/Modules and Methodology

Training Activity	Methodology	Related Competences (only degrees before RD 822/2021)	ECTS	Hours	As	Com	Description
Class Attendance (theory) [ON-SITE]	Lectures	BA06 INS01 INS02	0.9	22.5	N	-	Teaching of the subject matter by lecturer (MAG)
Individual tutoring sessions [ON-SITE]		BA06 INS01 INS02 PER04 SIS03	0.18	4.5	N	-	individual or small group tutoring in lecturer's office, classroom or laboratory (TUT)
Study and Exam Preparation [OFF-SITE]	Self-study	BA06 INS01 INS02 SIS03	1.8	45	N	-	Self-Study (EST)
Other off-site activity [OFF-SITE]	Case Studies	BA06 INS01 INS02 INS05 PER01 PER04 SIS03 SIS05 SIS06 UCLM03	0.9	22.5	N	-	Lab practical preparation (PLAB)
Class Attendance (theory) [ON-SITE]	Problem solving and exercises	BA06 INS01 INS02 INS05 SIS05 UCLM03	0.42	10.5	Y	N	Worked example problems and cases resolution by the lecturer and the students (PRO)
Writing of reports or projects [OFF-SITE]	Self-study	BA06 INS01 INS02 INS05 SIS03 SIS05 UCLM03	0.9	22.5	Y	N	Preparation of essays on topics proposed by lecturer (RES)
Workshops or seminars [ON-SITE]	Practical or hands-on activities	BA06 INS01 INS02 INS05 PER01 PER04 SIS03 SIS05 SIS06 UCLM03	0.6	15	Y	Y	Realization of practicals in laboratory /computing room (LAB)
Final test [ON-SITE]	Assessment tests	BA06 INS01 INS02 INS05 UCLM03	0.3	7.5	Y	Y	According to the evaluation modality (EVA)
Total:			6	150			
Total credits of in-class work: 2.4			Total class time hours: 60				
Total credits of out of class work: 3.6			Total hours of out of class work: 90				

As: Assessable training activity

Com: Training activity of compulsory overcoming (It will be essential to overcome both continuous and non-continuous assessment).

8. Evaluation criteria and Grading System

Evaluation System	Continuous assessment	Non-continuous evaluation*	Description
Final test	50.00%	50.00%	Compulsory activity that can be retaken (rescheduling) to be carried out within the planned exam dates of the final exam call (convocatoria ordinaria)
Theoretical papers assessment	25.00%	25.00%	Non-compulsory activity that can be retaken. To be carried out before end of teaching period
Assessment of activities done in the computer labs	15.00%	15.00%	Compulsory activity that can be retaken. To be carried out during lab sessions
			Non-compulsory activity that can be retaken. To be carried out during the theory/lab sessions for students in the

Assessment of active participation	10.00%	10.00%	continuous assessment modality. The students of non-continuous modality will be evaluated of this activity through an alternative system in the final exam call (convocatoria ordinaria).
Total:	100.00%	100.00%	

According to art. 4 of the UCLM Student Evaluation Regulations, it must be provided to students who cannot regularly attend face-to-face training activities the passing of the subject, having the right (art. 12.2) to be globally graded, in 2 annual calls per subject, an ordinary and an extraordinary one (evaluating 100% of the competences).

Evaluation criteria for the final exam:

Continuous assessment:

In compulsory activities, a minimum mark of 40% is required in order to pass that activity and have the possibility to therefore pass the entire subject. The evaluation of the activities will be global and therefore must be quantified by means of a single mark. In the case of the activities that may be retaken (i.e., rescheduling), an alternative activity or test will be offered in the resit/retake exam call (convocatoria extraordinaria).

The progress tests will be common for all the theory/laboratory groups of the subject and will be evaluated by the lecturers of the subject in a serial way, i.e., each part of the progress tests will be evaluated by the same lecturer for all the students.

A student is considered to pass the subject if she/he obtains a minimum of 50 points out of 100, taking into account the points obtained in all the evaluable activities, and also has passed all the compulsory activities.

For students who do not pass the subject in the final exam call (convocatoria ordinaria), the marks of activities already passed will be conserved for the resit/retake exam call (convocatoria extraordinaria). If an activity is not recoverable, its assessment will be preserved for the resit/retake exam call (convocatoria extraordinaria) even if it has not been passed. In the case of the passed recoverable activities, the student will have the opportunity to receive an alternative evaluation of those activities in the resit/retake exam call and, in that case, the final grade of the activity will correspond to the latter grade obtained.

The mark of the passed activities in any call, except for the final exam, will be conserved for the subsequent academic year at the request of the student, provided that mark is equal or greater than 50% and that the activities and evaluation criteria of the subject remain unchanged prior to the beginning of that academic year.

The failure of a student to attend the final test automatically result in her/him receiving a "Failure to attend; no presentado). If the student has not passed any compulsory evaluation activity, the maximum final grade will be 40%.

Non-continuous evaluation:

Students may apply at the beginning of the semester for the non-continuous assessment mode. In the same way, the student may change to the non-continuous evaluation mode as long as she/he has not participated during the teaching period in evaluable activities that together account for at least 50% of the total mark of the subject. If a student has reached this 50% of the total obtainable mark or the teaching period is over, she/he will be considered in continuous assessment without the possibility of changing to non-continuous evaluation mode.

Students who take the non-continuous evaluation mode will be globally graded, in 2 annual calls per subject, an ordinary and an extraordinary one (evaluating 100% of the competences), through the assessment systems indicated in the column "Non-continuous evaluation".

In the "non-continuous evaluation" mode, it is not compulsory to keep the mark obtained by the student in the activities or tests (progress test or partial test) taken in the continuous assessment mode.

Specifications for the resit/retake exam:

Evaluation tests will be conducted for all recoverable activities. Due to the nature of the progress tests, in the resit/retake exam (convocatoria extraordinaria) there will be a single progress test that includes the three progress tests.

Specifications for the second resit / retake exam:

Same characteristics as the resit/retake exam call.

9. Assignments, course calendar and important dates	
Not related to the syllabus/contents	
Hours	hours
Individual tutoring sessions [PRESENCIAL][]	4.5
Study and Exam Preparation [AUTÓNOMA][Self-study]	45
Other off-site activity [AUTÓNOMA][Case Studies]	22.5
Writing of reports or projects [AUTÓNOMA][Self-study]	22.5
Workshops or seminars [PRESENCIAL][Practical or hands-on activities]	15
Final test [PRESENCIAL][Assessment tests]	7.5
Unit 1 (de 7): NATURE OF THE COMPANY AND ITS ENVIRONMENT	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	3
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	1
Unit 2 (de 7): STRATEGIC MANAGEMENT	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	3
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	1
Unit 3 (de 7): FINANCIAL FUNCTION	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	4.5
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	2.5
Unit 4 (de 7): HUMAN RESOURCE MANAGEMENT	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	3
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	1
Unit 5 (de 7): PRODUCTION FUNCTION AND PROJECT MANAGEMENT	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	3

Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	2
Unit 6 (de 7): MARTKETING	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	3
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	1
Unit 7 (de 7): INFORMATION AND COMMUNICATION TECHNOLOGIES	
Activities	Hours
Class Attendance (theory) [PRESENCIAL][Lectures]	3
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	2
Global activity	
Activities	hours
Class Attendance (theory) [PRESENCIAL][Lectures]	22.5
Individual tutoring sessions [PRESENCIAL][]	4.5
Study and Exam Preparation [AUTÓNOMA][Self-study]	45
Other off-site activity [AUTÓNOMA][Case Studies]	22.5
Class Attendance (theory) [PRESENCIAL][Problem solving and exercises]	10.5
Writing of reports or projects [AUTÓNOMA][Self-study]	22.5
Workshops or seminars [PRESENCIAL][Practical or hands-on activities]	15
Final test [PRESENCIAL][Assessment tests]	7.5
Total horas: 150	

10. Bibliography and Sources						
Author(s)	Title/Link	Publishing house	Citv	ISBN	Year	Description
Pérez Gorostegui, Eduardo	Casos prácticos de introducción a la economía de la empresa	Centro de Estudios Ramón Areces,		978-84-8004-944-3	2009	
Pérez Gorostegui, Eduardo	Curso de introducción a la economía de la empresa /	Centro de Estudios Ramón Areces		978-84-8004-901-6	2009	
Navas López, José Emilio	Fundamentos de dirección estratégica de la empresa /	Civitas-Thomson Reuters,		978-84-470-4038-4	2012	