Course guides
310502 - 310502 - Business Administration

Unit in charge: Barcelona School of Building Construction
Teaching unit: 732 - OE - Department of Management.

Degree: MASTER'S DEGREE IN BUILDING CONSTRUCTION MANAGEMENT (Syllabus 2015). (Compulsory subject).

Academic year: 2020 ECTS Credits: 5.0 Languages: Spanish

LECTURER

Coordinating lecturer: Dr. Jordi Vilajosana Crusells

Others:

REQUIREMENTS

There are not previous requirements for the achievement of this subject.

DEGREE COMPETENCES TO WHICH THE SUBJECT CONTRIBUTES

Specific:
CE01MUGE. Apply techniques of resource planning analysis in building businesses.
CE03MUGE. Manage strategic and infrastructure planning and programming and apply to the management, planning and control of operations.
CE06MUGE. Analyse financial and accounting operations of the company, with special emphasis on cases from the building sector
CE07MUGE. Identify strategic management models used in companies in the building sector
CE08MUGE. Apply planning techniques of production from its strategic and operative aspects.
CE11MUGE. Analyse cost control systems and apply them

Transversal:
05 TEQ. TEAMWORK. Being able to work as a team player, either as a member or as a leader. Contributing to projects pragmatically and responsibly, by reaching commitments in accordance to the resources that are available.
06 URI. EFFECTIVE USE OF INFORMATION RESOURCES. Managing the acquisition, structure, analysis and display of information from the own field of specialization. Taking a critical stance with regard to the results obtained.
03 TLG. THIRD LANGUAGE. Learning a third language, preferably English, to a degree of oral and written fluency that fits in with the future needs of the graduates of each course.

TEACHING METHODOLOGY

The methodology will follow three principles that we consider essential:
- Management by (real) consulting projects (Learning by doing), of public or private organizations, we consider basic learning based on experiences.
- The teacher will be a guide and / or mentor of the student in driving towards knowledge, the student will be an active part in the learning process.
- It is a subject, experiential, interactive and self-managed by students and teachers.

The course will be hybrid, integrating the classroom and online modality, with continuous interaction between students and teacher
LEARNING OBJECTIVES OF THE SUBJECT

The objective of the subject is firstly to transmit the essence and the abilities for the management of companies of the construction sector, prioritizing the most basic and determinant aspects, like the innovation in the creation of companies, the strategic planning, the managerial abilities and the operational management in the current organisation. Secondly to introduce the students in an enterprising and innovative attitude inside the construction sector.

STUDY LOAD

<table>
<thead>
<tr>
<th>Type</th>
<th>Hours</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Hours medium group</td>
<td>5,0</td>
<td>4.00</td>
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<tr>
<td>Guided activities</td>
<td>7,5</td>
<td>6.00</td>
</tr>
<tr>
<td>Hours large group</td>
<td>17,5</td>
<td>14.00</td>
</tr>
<tr>
<td>Self study</td>
<td>90,0</td>
<td>72.00</td>
</tr>
<tr>
<td>Hours small group</td>
<td>5,0</td>
<td>4.00</td>
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Total learning time: 125 h

CONTENTS

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<td>In this content the students work:</td>
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<tr>
<td>2.1. Strategic planning.</td>
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<tr>
<td>2.2. Organisation structures.</td>
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<tr>
<td>2.3. The control of management.</td>
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Specific objectives: Develop and help the student with the ability of manage and guide a business in its fundamental lines and supervise its compliance.

Related activities: Development of practical cases of strategic planning.

Related competencies:
- CE01MUGE. Apply techniques of resource planning analysis in building businesses.
- CE07MUGE. Identify strategic management models used in companies in the building sector.
- CE08MUGE. Apply planning techniques of production from its strategic and operative aspects.
- CE03MUGE. Manage strategic and infrastructure planning and programming and apply to the management, planning and control of operations.
- CE06MUGE. Analyse financial and accounting operations of the company, with special emphasis on cases from the building sector.
- 05 URI. EFFECTIVE USE OF INFORMATION RESOURCES. Managing the acquisition, structure, analysis and display of information from the own field of specialization. Taking a critical stance with regard to the results obtained.
- 05 TEQ. TEAMWORK. Being able to work as a team player, either as a member or as a leader. Contributing to projects pragmatically and responsibly, by reaching commitments in accordance to the resources that are available.

Full-or-part-time: 31h
- Theory classes: 4h
- Practical classes: 2h
- Laboratory classes: 1h
- Guided activities: 1h 30m
- Self study: 22h 30m
title english

Description:
3.1. Communication.
3.2. Negotiation.
3.3. Team management.

Specific objectives:
Train the student in topics as necessary as the communication which is a key element in the business management.

Related activities:
Practices related with public expositions and role games of negotiation.

Related competencies:
CE01MUGE. Apply techniques of resource planning analysis in building businesses.
06 URI. EFFECTIVE USE OF INFORMATION RESOURCES. Managing the acquisition, structure, analysis and display of information from the own field of specialization. Taking a critical stance with regard to the results obtained.
05 TEQ. TEAMWORK. Being able to work as a team player, either as a member or as a leader. Contributing to projects pragmatically and responsibly, by reaching commitments in accordance to the resources that are available.

Full-or-part-time: 31h 45m
Theory classes: 4h
Practical classes: 1h
Laboratory classes: 2h
Guided activities: 2h 15m
Self study: 22h 30m

team leadership

Description:
In this content the students work:

4.1. Types of leadership
4.2. Leadership skills
4.3 Emotionals skills

Specific objectives:
The objective is to know leadership skills

Related activities:
role playing

Related competencies:
CE11MUGE. Analyse cost control systems and apply them
CE01MUGE. Apply techniques of resource planning analysis in building businesses.
CE07MUGE. Identify strategic management models used in companies in the building sector
CE08MUGE. Apply planning techniques of production from its strategic and operative aspects.
CE06MUGE. Analyse financial and accounting operations of the company, with special emphasis on cases from the building sector
06 URI. EFFECTIVE USE OF INFORMATION RESOURCES. Managing the acquisition, structure, analysis and display of information from the own field of specialization. Taking a critical stance with regard to the results obtained.
05 TEQ. TEAMWORK. Being able to work as a team player, either as a member or as a leader. Contributing to projects pragmatically and responsibly, by reaching commitments in accordance to the resources that are available.

Full-or-part-time: 30h 45m
Theory classes: 4h
Practical classes: 1h
Laboratory classes: 1h
Guided activities: 2h 15m
Self study: 22h 30m
personal excellence

Description:
* About us?
* Personal and organizational happiness.
* Systemic balance

Specific objectives:
Discover that the axis of all direction and business management is ourselves and what are the basic principles in the management of organizations.

Related activities:
Experiential activities and systemic role plays

Related competencies:
06 URI. EFFECTIVE USE OF INFORMATION RESOURCES. Managing the acquisition, structure, analysis and display of information from the own field of specialization. Taking a critical stance with regard to the results obtained.
05 TEQ. TEAMWORK. Being able to work as a team player, either as a member or as a leader. Contributing to projects pragmatically and responsibly, by reaching commitments in accordance to the resources that are available.

Full-or-part-time: 2h
Theory classes: 2h

GRADING SYSTEM

The evaluation of the subject will be made up of the following parameters:

a) Class participation 20%
b) Weekly exercises 40%
c) Monographic 40%

BIBLIOGRAPHY

Basic: