



COURSE DATA

Data Subject	
Code	33592
Name	Selection and personal development techniques
Cycle	Grade
ECTS Credits	4.5
Academic year	2017 - 2018

Study (s)

Degree	Center	Acad. Period year
1309 - Degree in Labour Relations and Human Resources	Faculty of Social Sciences	4 First term

Subject-matter

Degree	Subject-matter	Character
1309 - Degree in Labour Relations and Human Resources	33 - Selection techniques and individual development	Optional

Coordination

Name	Department
CARBONELL BORRAS, SALVADOR	306 - Social Psychology

SUMMARY

English version is not available

La asignatura “Técnicas de selección y Desarrollo de personas” está ubicada en el 4º Curso de la titulación de Grado en Relaciones laborales y Recursos Humanos. Esta asignatura, de carácter optativo, está vinculada al itinerario de recursos Humanos y tiene un valor de 4,5 créditos ECTS.

Se considera recomendable como requisito previo que haya cursado la asignatura de Psicología del Trabajo.

Con la asignatura Técnicas de selección y Desarrollo de personas se estudian los contenidos teóricos que permiten conseguir unos conocimientos básicos para llevar a cabo procesos de selección de personal en las organizaciones, así como de desarrollo de las personas.



PREVIOUS KNOWLEDGE

Relationship to other subjects of the same degree

There are no specified enrollment restrictions with other subjects of the curriculum.

Other requirements

Es recomendable que haya cursado la asignatura Psicología del Trabajo.

OUTCOMES

1309 - Degree in Labour Relations and Human Resources

- Students must have acquired knowledge and understanding in a specific field of study, on the basis of general secondary education and at a level that includes mainly knowledge drawn from advanced textbooks, but also some cutting-edge knowledge in their field of study.
- Students must be able to apply their knowledge to their work or vocation in a professional manner and have acquired the competences required for the preparation and defence of arguments and for problem solving in their field of study.
- Students must have the ability to gather and interpret relevant data (usually in their field of study) to make judgements that take relevant social, scientific or ethical issues into consideration.
- Students must be able to communicate information, ideas, problems and solutions to both expert and lay audiences.
- Students must have developed the learning skills needed to undertake further study with a high degree of autonomy.
- Be able to learn independently and develop initiative and entrepreneurship.
- Be able to organise and plan.
- Be able to manage information and to write and formalise reports and documents.
- Be able to analyse, synthesise and reason critically.
- Be able to solve problems, apply knowledge to practice and develop motivation for quality.
- Be able to communicate orally and in writing.
- Be able to use new information and communication technologies.
- Be able to work in a team.
- Respect and promote the principles of fundamental rights, gender equality, equal opportunities and non-discrimination, democratic values and sustainability.
- Know and apply the principles of the professional code of ethics.



LEARNING OUTCOMES

English version is not available

WORKLOAD

ACTIVITY	Hours	% To be attended
Theoretical and practical classes	45,00	100
Development of group work	15,00	0
Development of individual work	10,00	0
Study and independent work	20,00	0
Preparation of evaluation activities	12,50	0
Preparing lectures	10,00	0
TOTAL	112,50	

TEACHING METHODOLOGY

English version is not available

EVALUATION

English version is not available

REFERENCES

Basic

- Ansorena Cao, Álvaro. (1996). 15 Pasos Para La Selección De Personal Con Éxito. Editorial Paidos.
- Jesús F. Salgado, Silvia Moscoso (2001). Entrevista conductual estructurada de selección de personal : teoría, práctica y rentabilidad

Additional

- Montalvan, C (1999). Los Recursos Humanos en la Pequeña y Mediana Empresa. Universidad Iberoamericana. México.
- Pereda Marín, Santiago. (2005). Técnicas De Gestión De Recursos Humanos Por Competencias Editorial Universitaria Ramón Areces



- Ployhart, R.(2012). Personnel Selection and the Competitive Advantage of Firms. Cooper, C. L. y Robertson (Ed.) International Review of Industrial and Organizational Psychology. West Sussex (England) John Wiley & Sons.
- Salgado, J. (1999) Personnel Selection Methods, vol. 14. Cooper, C. L. y Robertson (Ed.) International Review of Industrial and Organizational Psychology. West Sussex (England) John Wiley & Sons.
- Salgado, J. y Moscoso, S. (2008). Selección de personal en la empresa y las AAPP: de la visión tradicional a la visión estratégica. Papeles del Psicólogo. Vol. 29, 001.
- Vera Ruiz, Concepción. (2003). El proceso de selección del Hospital de Fuenlabrada. Capital Humano Vol. 171.