

Academic Year: (2019 / 2020)

Review date: 04-05-2018

Department assigned to the subject: Mechanical Engineering Department

Coordinating teacher: DEL MORAL TORRES, ANSELMO

Type: Compulsory ECTS Credits : 6.0

Year : 4 Semester : 1

REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

Being a subject of 4th course of the Security Engineering Degree with 6 ECTS and a subject of great interest for professional duties, it is recommended to have overcome the greatest number of subjects in previous courses

OBJECTIVES

The skills that the student is expected to acquire are the following:

- To develop leadership skills that allow the future officer the command of human teams in professional situations.
- To be aware of what your role as a Corps commander means, reducing the uncertainty in facing the responsibilities he/she has to take.
- To know the techniques and procedures to materialize their functions as managers of an organization oriented towards police work.
- To know a series of procedures for analysis, rationalization and decision-making procedures based on scientific methods, reducing the margin of improvisation and the risks involved.

For this, it is necessary to achieve the learning results summarized below:

- To know the theoretical and epistemological bases on which the exercise of leadership is based.
- To know and understand the main factors of aptitude and attitude that influence the behaviour of the individual as commander.
- To understand the bases of the functioning of group dynamics that facilitate the participation, management and leadership of work teams.
- To train to choose the most effective management style adapted to the situational context, including multicultural aspects.

DESCRIPTION OF CONTENTS: PROGRAMME

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Part I. Organic Theory and Strategic Management.

CHAPTER I. INTRODUCTION TO ORGANIC THEORY. HISTORICAL EVOLUTION OF THE CONCEPT OF ORGANIZATION

CHAPTER II: THE MANAGEMENT FUNCTIONS. THE COMMAND IN THE CIVIL GUARD AS DIRECTOR

CHAPTER III: THE MANAGEMENT FUNCTION

CHAPTER IV: THE MANAGEMENT FUNCTION ORGANIZATION

CHAPTER V: THE PLANNING FUNCTION

CHAPTER VI: THE FUNCTION

CHAPTER VII: THE MANAGEMENT FUNCTION CONTROL

CHAPTER VIII: THE DIRECTORATE FUNCTION MOTIVATION AND THE FOUNDATIONS OF CHANGE MANAGEMENT

CHAPTER IX: PRINCIPLES OF MANAGEMENT AND STRATEGIC MANAGEMENT

CHAPTER X: STRATEGIC MANAGEMENT AND ITS APPLICATION IN THE CIVIL GUARDY

Part II. Business Management skills.

CHAPTER I: LEADERSHIP IN THE COMPANY

CHAPTER II: COACHING AND MENTORING

CHAPTER III: WORKING GROUPS AND EQUIPMENT

CHAPTER IV: MOTIVATION AT WORK

Part III Management skills in the Guardia Civil.
CHAPTER I: EMOTIONAL INTELLIGENCE
CHAPTER II: HH SS AND COMMUNICATION
CHAPTER III: DEFINING OBJECTIVES
CHAPTER IV: LEADERSHIP
CHAPTER V: MOTIVATION
CHAPTER VI: CONFLICT AND NEGOTIATION
CHAPTER VII: TEAMWORK
CHAPTER VIII: STRESS MANAGEMENT

Part IV. Comunicación cycle.

LEARNING ACTIVITIES AND METHODOLOGY

The methodology will be fundamentally theoretical and practical. Based on formative activities developed in the classroom through presentations and seeking interaction with the student at all times, as well as improving their oral and written communication skills, through role-play activities and other advanced learning methods as "action learning"

ASSESSMENT SYSTEM

The evaluation system of the subject is developed through continuous assessment (40%) and a joint examination of the subject (60%). The qualification of continuous evaluation will be obtained from the average of the assessments of the four parts, made by means of exams, individual works or exhibitions in public, as established by the professors. The subject is exceeded with 5 points in scale of 0-10 of the total score (continuous assessment + joint exam)

% end-of-term-examination:	50
% of continuous assessment (assignments, laboratory, practicals...):	50

BASIC BIBLIOGRAPHY

- DEL MORAL TORRES, Anselmo, LÓPEZ SILVELO Manuel, LÓPEZ GÓMEZ, Josefa Elisa, SOTO RODRÍGUEZ José. Manual de Dirección y Liderazgo Leadership and Leadership Manual, Editorial CUGC, 2017
- ROBBINS, S.P. Y COULTER, M. Management, Pearson Educación, 2015

ADDITIONAL BIBLIOGRAPHY

- GARCÍA-RINCÓN DE CASTRO, C. Good management, Leadership at the service of the people and society, editorial, 2017
- LÓPEZ SILVELO, M. The application of the Balanced Scorecard Methodology to the Civil Guard, Research work of the Official Master's Degree in Public Senior Management, 2013
- MAXWELL, J. The 360° leader: How to develop your influence from any position within your organization, Editorial RBA , 2007
- MÜNCH GALINDO, L. Leadership and direction: the leadership of the XXI century , Mad, S.L. , 2007
- ROBBINS, S. P. Management, Pearson education, 2009