Methods and techniques of cooperative work

Academic Year: (2021 / 2022)

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Department assigned to the subject: Coordinating teacher: GOMEZ BERBIS, JUAN MIGUEL Type: Compulsory ECTS Credits : 6.0

Year : 3 Semester : 2

REQUIREMENTS (SUBJECTS THAT ARE ASSUMED TO BE KNOWN)

Information Skills Writing and Communication Skills Introduction to Business Management / Introduction to Business Administration

OBJECTIVES

R1. Knowledge and understanding: Have basic knowledge and understanding of the scientific and technological foundations of Computer Engineering, as well as specific knowledge of computer science, computer engineering and information systems.

R4 Research and Innovation: Be able to use appropriate methods to carry out research and carry out innovative contributions in the field of Computer Engineering.

R5 Engineering Applications: Graduates will be able to apply their knowledge and understanding to solve problems, direct research and design devices or processes in the field of Computer Engineering according to criteria of cost, quality, safety, efficiency, respect for the environment. and ethical implications. These skills include the knowledge, use, and limitations of computer systems, process engineering, computer architectures, computational models, equipment, practical work, technical literature, and information sources.

R6 Transversal Competences: Have the necessary capacities for the practice of engineering in today's society. The graduate will have the ability to work effectively both individually and in a team, showing communication skills and team coordination. On the other hand, it will demonstrate awareness of the responsibility of engineering practice, social and environmental impact, and commitment to professional ethics, and standards of engineering practice. Finally, you will demonstrate skills and competencies related to best practices in project management, its tools and risk analysis.

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CG2 - Be able to generate new ideas (creativity) and anticipate new situations and adapt to Teamwork and interact with others, but at the same time have the ability to work autonomously CG4 - Technical, economic and commercial management of computer projects, planning proposals,

organizing teams and applying engineering techniques that are rigorous, responsible and that respect current regulations and are in accordance with professional ethics.

CG7 - Being able to present and discuss proposals in teamwork, demonstrating personal and social skills that allow them to assume different responsibilities within them.

CGO2 - Ability to direct the activities that are the object of projects in the field of information technology according to the knowledge acquired.

CGO9 - Ability to solve problems with initiative, decision-making, autonomy and creativity. Ability to know how to communicate and transmit the knowledge, abilities and skills of the profession of Computer Technical Engineer. CGO10 - Knowledge to carry out measurements, calculations, evaluations, appraisals, appraisals, studies, reports, task planning and other similar computer work, according to the knowledge acquired

DESCRIPTION OF CONTENTS: PROGRAMME

Block I. Methods and Techniques

- Tools and systems to support work in a corporate environment
- Social software
- Innovation
- Project management
- Risk management
- Entrepreneurship

Block II. Human Factors

- Team-work oriented skills, leadership
- Coaching and mentoring
- Psychology and personal development
- Corporate social responsibility
- Digital humanism
- Emotional intelligence

LEARNING ACTIVITIES AND METHODOLOGY

Theoretical Lectures: 1,5 ECTS

Practical Lectures: 1,5 ECTS

- Application of knowledge (planning and organization of work, analysis and synthesis)
- Development of attitudinal competences
- Presentation of results of team work

Team Work: 2 ECTS

- Development of a group communication project using social software tools
- Work out of class minutes
- Proposal of questions for final exam

Individual Work: 1 ECTS

- Contribution to team project
- Study and preparation of final exam

ASSESSMENT SYSTEM

% end-of-term-examination/test:	40
% of continuous assessment (assigments, laboratory, practicals):	60
CONTINUOUS EVALUATION (60%) - Team work: 50% - Individual work, interest and attitude: 10%	

FINAL EVALUATION (40%)

- Final examination: 40%