

COURSE: Information Management		TYPE: Compulsory	ECTS: 6
DEGREE: Undergraduate in Information and Digital Content Management (2020-2021)		YEAR: 1th	TERM: 1st

WEEK	CONTENT DESCRIPTION	WEEKLY PROGRAMMING FOR STUDENT		
		DESCRIPTION	CLASS HOURS	HOMEWORK HOURS (Max. 10h week)
1	<p>START OF CLASSES: September 4</p> <ul style="list-style-type: none"> - Presentation of the subject - Explanation of practical activities <p>DU1: 1. Information manager</p>	<p>DU1</p> <ul style="list-style-type: none"> - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Formation of working groups - Realization / Delivery of practical activities 	1,5h	6h
2	<p>DU1: 1. Information manager</p>	<ul style="list-style-type: none"> - Study of teaching materials - Clarification of doubts (if applicable) - Realization / Delivery of practical activities 	3h	7h
3	<p>DU1: 1. information manager</p>	<ul style="list-style-type: none"> - Study of teaching materials - Clarification of doubts (if applicable) - Realization / Delivery of practical activities 	3h	7h
4	<p>DU2: Information as a key resource in organizations</p>	<p>DU2</p> <ul style="list-style-type: none"> - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities <p>DU evaluation test 1</p>	3h	7h
5	<p>DU2: Information as a key resource in organizations</p>	<ul style="list-style-type: none"> - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities 	3h	7h

WEEK	CONTENT DESCRIPTION	WEEKLY PROGRAMMING FOR STUDENT		
		DESCRIPTION	CLASS HOURS	HOMEWORK HOURS (Max. 10h week)
6	DU3: Information systems	DU3 Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities DU evaluation test 2	3h	6h
7	DU3: Information systems	- Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities	3h	7h
8	DU3: Information systems	- Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities	3h	7h
9	DU4: Information management in organizations	DU4 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities DU evaluation test 3	3h	7h
10	DU4: Information management in organizations	DU4 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities	3h	7h
11	DU5: Phases, methodologies and tools in Information Management	DU5 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities DU evaluation test 4	3h	7h

WEEK	CONTENT DESCRIPTION	WEEKLY PROGRAMMING FOR STUDENT		
		DESCRIPTION	CLASS HOURS	HOMEWORK HOURS (Max. 10h week)
12	DU5: Phases, methodologies and tools in Information Management	DU5 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities	3h	7h
13	DU5: Phases, methodologies and tools in Information Management	DU5 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities	3h	7h
14	DU5: Phases, methodologies and tools in Information Management	DU5 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Realization / Delivery of practical activities	1'5h	6h
15	Last day of class of the subject Review	DU evaluation test 5 - Study of teaching materials -Required Reading / Complementary Readings - Exposure of doubts - Delivery of pending activities (if applicable) -Tutoring ...	1'5h	6h
16	- Delivery of pending activities (if applicable) -Tutoring ... Home Christmas Holidays		1'5h	3h
17 CHRISTMAS HOLIDAYS				
JANUARY	- EXAMS ORDINARY CALL - Exam reviews	- Exam Preparation - Carrying out the EXAM ACCORDING TO THE EXAMINATION CALENDAR	2h	2h

WEEK	CONTENT DESCRIPTION	WEEKLY PROGRAMMING FOR STUDENT		
		DESCRIPTION	CLASS HOURS	HOMEWORK HOURS (Max. 10h week)
		- Review		
SUBTOTAL			44h	106h
TOTAL			150h	
EXTRAORDINARY CALL - JUNE		EXAM // Review		