

**SUBJECT SYLLABUS
ACADEMIC OVERVIEW
INTERNATIONAL SCHOOL OF ECONOMIC & ADMINISTRATIVE SCIENCES**

COURSE NAME AND CODE: Human Resources (81111)

PROGRAM:

Bachelor of Business Administration (BBA)

Bachelor of Administration & Service (BA&S)

Bachelor of International Marketing & Logistics Administration (BIMLA)

Bachelor of Gastronomy (GAS)

LEVEL OF STUDY: Undergraduate Programme

GENERAL ACADEMIC INFORMATION					
LATEST UPDATE	2020-2				
ACADEMIC DEPARTMENT	Administration & Organizations				
SUBJECT TYPE	Mandatory				
LANGUAGE	Spanish				
SEMESTER	Programme		Semester		
	BBA		5		
	BA&S		6		
	BIMLA		6		
	GAS		6		
NUMBER OF ACADEMIC CREDITS	3				
HOURS OF ACADEMIC WORK	144	CONTACT HOURS	64	HOURS OF INDEPENDENT/AUTONOMOUS WORK	80

LEARNING PREREQUISITES	N/A					
INTERNATIONAL COMPONENT	<ul style="list-style-type: none">National and international standards, policies, regulations and mores related to the professional field.Vocabulary and technical language to communicate in different cultural contexts.International guests					
SUSTAINABLE DEVELOPMENT GOALS (SDG)	4. Quality Education					
COURSE DETAILS						
COURSE DESCRIPTION	The subject facilitates the appropriation of knowledge, methodologies and instruments used in the areas of human management of an organization for the management of the macro processes of the area (attract, retain, develop, maintain and disconnect) in order to carry out an effective administration and efficient human resources in the context of the 4.0 revolution.					
KEY WORDS:	Human talent, macro processes, processes, human management					
COMPETENCES DEVELOPED	EICEA ILOS or Programme ILOS	Course ILOS	Type	Content	Teaching and Learning strategy	Assessment Method
	ILO01 ILO03 ILO04	Assess the different challenges and challenges faced by the areas of human talent in the context of the 4.0 revolution. from a technical and human perspective.	Attitude	Challenges and defiances of Human Talent Management	Theoretical Class	Formative Assessment

	ILO01 ILO02 ILO03 ILO04 ILO06	Distinguish the functions, responsibilities and importance of a Human Talent area in a company.	Knowledge	Structure of the Human Talent Administration Area Profile of the Human Talent executive Strategic management of human talent Success Stories of Best Practices in Human Talent Management	Projects Based Learning	Summative Assessment
				Linking and integration of people to the organization: Recruitment, selection, hiring and Induction People development: training and talent development (career plan). People performance: performance / performance management Permanence of people: compensation, well-being and health of people	Observation Based Learning	
	ILO03 ILO04 ILO06 BBA ILO08 BIMLA ILO09 BA&S ILO09	Define the basic processes of Human talent (hiring, training, performance evaluation, remuneration, well-being and retirement plans)	Skill	Organization and planning of the human management area: Competency management model, Occupational analysis and job description	Experiment Based Learning	Formative Assessment
					Collaborative Learning	Summative Assessment

BIBLIOGRAP HY	<ul style="list-style-type: none">• Bohlander, G. y Scott, S. (2013). Administración de Recursos Humanos, Cengage Learning, Decima Sexta edición.• Chiavenato, I. (2017). Administración de Recursos Humanos: El Capital humano de las organizaciones., Décima Edición. Editorial Mc Graw Hill.• Dessler, G. y Varela, R. (2011). Administración de recursos humanos. Enfoque latinoamericano. Pearson Educación, México. Quinta edición.• Gestion.com. Artículos y vídeos. Base de datos. Universidad de La Sabana.
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