

**COURSE DATA****DATA SUBJECT**

**Code:** 42813  
**Name:** Management skills  
**Cycle:** Master's Degree  
**ECTS Credits:** 4  
**Academic year:** 2026-27

**STUDY (S)**

Degree	Center	Acad. year	Period
2132 - Master's Degree in Creating and Managing Innovative Companies	Facultat d'Economia	1	First quarter

**SUBJECT-MATTER**

Degree	Subject-matter	Character
2132 - Master's Degree in Creating and Managing Innovative Companies	Tools and skills	COMPULSORY

**COORDINATION**

ADAME SANCHEZ CONSOLACION

**SUMMARY**

In increasingly globalised environments, the creation of innovative and technology-based companies plays a leading role in the economic and social progress of a community. In fact, these companies are responsible for a very high percentage of a society's generation of employment and wealth. The role of managers is particularly important as they are responsible for managing the resources of the companies they manage. One of the most valuable resources of companies is the people who make them up. Managers must possess a range of skills and abilities to manage them properly. In this sense, the course aims to train the student in a series of tools that are useful for managing the people who work in the company, contributing to increase the chances of success of new companies. The essential objective of the learning process in management skills must be the development of management skills that complement the students' initial skills. Under this conception, the module goes further and seeks to train the student as a human resources manager with skills to get the best of the company, and thus, transform innovative ideas or technology-based projects, making it capable of identifying opportunities, resources needed to exploit them, know how to organize and manage them in a competitive environment achieving sustainable advantages

**PREVIOUS KNOWLEDGE****RELATIONSHIP TO OTHER SUBJECTS OF THE SAME DEGREE**



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

## **OTHER REQUIREMENTS**

Not required

## **COMPETENCES / LEARNING OUTCOMES**

### **2132 - Master's Degree in Creating and Managing Innovative Companies**

Adquirir las habilidades directivas y de gestión suficientes para liderar y dirigir equipos humanos profesionales con un alto nivel de cualificación en promedio

## **DESCRIPTION OF CONTENTS**

### **1. Unit 1. Emotional Intelligence**

### **2. Unit 2. Leadership**

2.1- Management and leadership

### **3. Unit 3. Motivation**

3.1.- Motivation as a basis for commitment and trust

3.2.- Motivation in new work environments

### **4. Unit 4. Management Tools**

4.1.- Skills for managing meetings

4.2.- Time management

4.3.- Delegation Management

### **5. Unit 5. Teamwork and team Management**

### **6. Unit 6: Negotiation and conflict resolution skills**



## 7. Unit 7.- Change Management

### WORKLOAD

#### PRESENCIAL ACTIVITIES

Activity	Hours
Theory	30,00
<b>Total hours</b>	<b>30,00</b>

#### NON PRESENCIAL ACTIVITIES

Activity	Hours
Attendance at other activities	0,00
Individual or group project	30,00
Independent study and work	10,00
Preparation of lessons	0,00
Preparation for assessment activities	20,00
Resolution of case studies	10,00
<b>Total hours</b>	<b>70,00</b>

### TEACHING METHODOLOGY

Participative methodology that requires class attendance, and participation in discussions and sharing  
The course is conceived with sessions with a methodological structure like the following one:

There will be a first part of the session dedicated to expose the most relevant concepts and to describe the behaviours related to the good performance of the skill.

Afterwards, the evaluation of the skill will follow, consisting of different techniques and tools that make the student aware of the current level of development of the skill being studied and the need for improvement or reinforcement of it.

Finally, we will work with activities that help to exercise, as far as possible, the skill in the student, generating in turn a critical reflection on its use in their professional life

### EVALUATION

The assessment system of the module shall consist of the following sections:

- Preparation and presentation of practical exercises throughout the module: 30 % of the final mark
- Completion of a final examination of the module subject: 70% of the final mark

Those who do not attend **80% of the sessions** will only be able to take the final exam and have a maximum



final score of 7 points.

## REFERENCES

- Armstrong, M. y Taylor, S. (2020). Manual de práctica de gestión de recursos humanos de Armstrong . Kogan Page Publishers. Chiavenato, I. (2020). Gestión del talento humano El nuevo papel de los recursos humanos en las organizaciones, McGraw-Hill Goleman, Daniel (1999). La práctica de la inteligencia emocional Editorial Kairós. Gómez-Mejía, L.; Balkin, D. y Cardy, R. (2011): Gestión de recursos humanos, Pearson-Prentice Hall, 5a edición en castellano. Robbins, S.P. (2017): Comportamiento organizacional 17ªEd., Pearson-Prentice Hall. Bonache, J. (2000): Recursos humanos y rendimiento empresarial: Una valoración del enfoque universalista, SIC: International Trends and Challenges in Human Resource Management Change, Madrid, November, 7 th. Claver, E.; Gascó, J.L. y Llopis, J. (1995): Los recursos humanos en la empresa: Un enfoque directivo, Civitas. Leal, A.; Alfaro, A.; Rodríguez, L. y Román, M. (1999): El factor humano en las relaciones laborales, Pirámide