

**SYLLABUS:** PROFESSIONAL TRAINING

**CREDITS:** 5 ECTS

### COMPETENCES

**AFTER COMPLETING THIS COURSE, STUDENTS WILL BE ABLE TO:**

- C1. Lead groups, arbitrate labour conflicts and create a stable labour environment
- C2. Adapt to new labour situations because of new technologies and new organizations
- C3. Exercise rights and fulfill obligations under law

### COMPETENCES DISTRIBUTION

COMPETENCE		ESSENTIAL 70% TIME 70% MARK	IDEAL 30% TIME 30% MARK
C1	Lead groups		x
	Arbitrate labour conflicts	x	
	Create a stable labour environment	x	
C 2	understand the job changes		x
	accept the job changes according to the law	x	
C3	Know basic rights and obligations under law	x	
	Exercise rights and fulfill obligations under law		x

### CONTENTS

Labour relationships  
Labour law; Labour contracts  
Definition and structure of the salary;  
Working day  
Changes in the labour contract  
Health and safety in the workplace  
General risks at work and the prevention rules