

Teaching guide

IDENTIFICATION DETAILS

Degree:	Business Administration and Management		
Field of Knowledge:	Social and Legal Sciences		
Faculty/School:	Law, Business and Government		
Course:	PROFESSIONAL DEONTOLOGY		
Type:	Compulsory	ECTS credits:	6
Year:	4	Code:	7143
Teaching period:	Eighth semester		
Subject:	Directorate of People		
Module:	General and Strategic Management of the Company		
Teaching type:	Classroom-based		
Language:	Spanish		
Total number of student study hours:	150		

SUBJECT DESCRIPTION

The subject Professional Ethics and Deontology will train students in knowledge and conceptual tools to understand the mechanisms of their personal and professional action vis-a-vis themselves and others in the field of ethical decisions. You will learn its mechanisms for assigning value and, therefore, to truly understand what constitutes a life oriented towards authentic happiness and good from a personal and social point of view. The teaching of the subject will be carried out from a double perspective: both a deeply conceptual assimilation and a practical application of the contents, so that the student will be prepared in a solid way to direct their moral life in a practical, real and detailed way from a personal and professional point of view. The result of the final teaching will entail a mastery by the student of ethical situations, a moral self-control of himself and an ability to self-direct his life and that of the environment from the point of view of the exercise of BUSINESS ACTION. The educational process of the subject will challenge the student to reflect on the meaning of their life and their own personal

mission. The content of the training action will be EMINENTLY PRACTICAL, turning the lessons learned into tools, schemes, ways and ways of living, acting and making decisions in the daily practice of your personal and professional life.

The course Professional Deontology will train students in the answers to the main deontological and ethical problems faced by organizations in a globalized world and will try to understand the mechanisms of man's personal and professional action vis-à-vis himself and others in the field of ethical, regulatory and social decisions in professional practice in the environment of the exercise of BUSINESS ACTION. The educational process of the subject will confront the student with the reflection of the meaning of their life and their own personal mission in their profession from an ESG government. The content of the training action will be EMINENTLY PRACTICAL, turning the lessons learned into tools, schemes, ways and ways of living, acting and making decisions in the daily practice of your professional life

GOAL

That the student acquires knowledge, skills and tools to develop an ethical and socially responsible commitment in business practice. The final objective of the course is ultimately to inform the student and to encourage them to reflect on those aspects that determine an ethical behavior of the person in their private environment and even in their professional practice, contributing to the acquisition of the values necessary to carry out these actions. That the student acquires knowledge, skills and tools to develop an ethical and socially responsible commitment in business practice. The final objective of the course is ultimately to inform the student and to encourage them to reflect on those aspects that determine an ethical behavior of the person in their private environment and even in their professional practice, contributing to the acquisition of the values necessary to carry out these actions.

PRIOR KNOWLEDGE

In addition to a university capacity on the part of the student to read, analyze and understand, fundamental knowledge of anthropology, the basis of ethics, is already assumed. For the proper performance of the course, prior knowledge is required: A. Of the mechanisms of business activity. B. Of the business organization and its operation. C. On basic ethics

COURSE SYLLABUS

TOPIC 1 Basic notions of Ethics and General Deontology: virtue, freedom and responsibility. Economic and business activity as a moral activity: decision-making and risk-taking. THEME 2 The social legitimization of the company: dialogue with stakeholders and harmony with social values. TOPIC 3 Corporate Responsibility: entrepreneur, employee, institution. The company as an association of people, the meaning of work and the principle of co-responsibility. THEME 4 Corporate Sustainability: the Company's link with the SDGs Employment, Production, Consumption and Public-Private Partnerships: the role of organizations in the fight against poverty.

EDUCATION ACTIVITIES

This course will combine: Problem Based Learning (ABP) and Challenge Based Learning (ABR) and master lessons, with group work, independent student work, analysis and criticism of academic material, and tutoring

DISTRIBUTION OF WORK TIME

TEACHER-LED TRAINING ACTIVITIES	INDIVIDUAL WORK
60 Horas	90 Horas

SKILLS

Basic Skills

Students must have demonstrated knowledge and understanding in an area of study that is founded on general secondary education. Moreover, the area of study is typically at a level that includes certain aspects implying knowledge at the forefront of its field of study, albeit supported by advanced textbooks

Students must be able to apply their knowledge to their work or vocation in a professional manner and possess skills that can typically be demonstrated by coming up with and sustaining arguments and solving problems within their field of study

Students must have the ability to gather and interpret relevant data (usually within their field of study) in order to make judgments that include reflections on pertinent social, scientific or ethical issues

Students must be able to convey information, ideas, problems and solutions to both an expert and non-expert audience

Students must have developed the learning skills needed to undertake further study with a high degree of independence

To have developed a capacity for leadership.

To have developed the necessary skills to ensure problems are solved and goals are reached.

To develop oral and written communication skills in a native and foreign language.

To possess a strong work ethic.

To have a teamwork mentality.

To be able to learn autonomously and independently.

General Skills

To have developed a capacity for leadership.

To have developed the necessary skills to ensure problems are solved and goals are reached.

To develop oral and written communication skills in a native and foreign language.

To possess a strong work ethic.

To have a teamwork mentality.

To be able to learn autonomously and independently.

Specific skills

Cultivate attitudes of leadership and social responsibility in personal and professional performance.

Ability to lead teams, directing their activities to achieve objectives and motivating, at the same time, through equity and justice, the people who form them.

Have the necessary sensitivity to act in professional and personal life in accordance with the basic principles of ethics and social responsibility, knowing how to resolve and manage conflicts of interest that arise.

Cultivate an attitude of intellectual concern and search for truth in all areas of life.

Identify one's own personal maturation process and the goals to be achieved, organizing an action plan aimed at achieving them.

LEARNING RESULTS

It gathers and interprets relevant data from personal, social and professional life to make judgments that include critical reflection on ethical issues relevant to the profession.

Knows and manages ethical concepts such as justice, freedom, equality, truth, etc.

Recognizes and knows how to solve ethical problems (at a personal and group level) derived from the profession with a deontological foundation.

She works professionally with honesty, loyalty, sincerity and diligence, listening, evaluating and providing the most appropriate solution to the case.

Understand the trusts and proposals of the client and those of colleagues, respecting the duty and right to professional secrecy.

Develop your profession in collaboration with other professionals.

Use listening and mediation as a tool for conflict resolution.

LEARNING APPRAISAL SYSTEM

NOTE: a) All tests susceptible to evaluation will be subject to the provisions of the UFV Evaluation Regulations. In particular, it should be noted that all students of the Degree will be subject to the university's coexistence regulations, with special attention to violations due to plagiarism and/or copying on examination that will be considered serious in accordance with article 7 of said normative. b) To ensure meaningful learning by the student, the delivery dates of the proposed activities, individual and group works. c) On PLAGIARISM: Students are obliged to observe the elementary and basic rules on authenticity and originality in any training activity or evaluation test. When a student has or makes use of illegitimate means in holding an evaluation test, incurs plagiarism, or is unduly attributed the authorship of academic works required for the evaluation, he will be sanctioned in accordance with the provisions of the University's Evaluation Regulations and Coexistence Regulations. BASIC REGULATIONS. This should be a no-brainer, but for the avoidance of doubts, students are informed of the minimum standards to be considered: -Punctuality: students will not be able to go to the classroom once the teacher has passed the list. In this case, the student will wait until the break and will inform the teacher of their arrival. An unjustified offense will be considered for every two delays. -Respect: the student undertakes to be silent during class, a key issue for understanding the subject. Passivity, work done in the classroom that does not correspond to this specific subject (example: passing notes from another subject) and regular distraction may be grounds for expulsion from the classroom. -Education: In the classroom you don't eat and you can't drink anything but water. Mobile phones will be turned off, and computers cannot be used without extraordinary permission from the teacher. -Cleaning: students will be required to keep the classroom under minimum conditions of order and hygiene. The regular lack of these rules will be a reason for expulsion from the classroom. Upon the second expulsion, the student will lose their right to attend the classroom and will lose the corresponding percentage of the final grade. Absences will be officially justified: the course manager will sign the student's receipt and the student will provide photocopies to the teachers. The supporting documents must be submitted no more than two weeks after the absence, never in bulk before the arrival of the final test. If a student has a serious problem that prevents them from regularly attending the classroom, they must inform the Career Coordination, and immediately report it to the teacher so that he can propose a solution to the student. Obviously, this will only be possible if the student communicates it at a reasonable time, not before the final exam is approaching. EVALUATION (ORDINARY CALL) - FINAL EXAM (to pass the subject, it is necessary, at least, to get a 5 in the final exam): 50% - WORK AND EXERCISES (preparation of papers, resolution of exercises): 40% (a minimum of 4 is needed to pass) CONTINUOUS EVALUATION: 10% - ALTERNATIVE EVALUATION (ORDINARY CALL) - Students who, because they have a waiver or are second enrollment or other exceptional and adequately justified cases, which prevent them from attending the classroom regularly, will be evaluated with the same criteria as the ordinary call, if or the works will be in an individual capacity. It is understood, therefore, that they will take the final exam, the papers and that they will be able to participate in the virtual classroom. EVALUATION (EXTRAORDINARY CALL) - FINAL EXAM: 60% - WORK AND EXERCISES: 40%

ETHICAL AND RESPONSIBLE USE OF ARTIFICIAL INTELLIGENCE

1.- The use of any Artificial Intelligence (AI) system or service shall be determined by the lecturer, and may only be used in the manner and under the conditions indicated by them. In all cases, its use must comply with the following principles:

- a) The use of AI systems or services must be accompanied by critical reflection on the part of the student regarding their impact and/or limitations in the development of the assigned task or project.
- b) The selection of AI systems or services must be justified, explaining their advantages over other tools or methods of obtaining information. The chosen model and the version of AI used must be described in as much detail as possible.
- c) The student must appropriately cite the use of AI systems or services, specifying the parts of the work where they were used and describing the creative process followed. The use of citation formats and usage examples may be consulted on the Library website(https://www.ufv.es/gestion-de-la-informacion_biblioteca/).
- d) The results obtained through AI systems or services must always be verified. As the author, the student is responsible for their work and for the legitimacy of the sources used.

2.- In all cases, the use of AI systems or services must always respect the principles of responsible and ethical use upheld by the university, as outlined in the [Guide for the Responsible Use of Artificial Intelligence in Studies at UFV](#). Additionally, the lecturer may request other types of individual commitments from the student when deemed necessary.

3.- Without prejudice to the above, in cases of doubt regarding the ethical and responsible use of any AI system or service, the lecturer may require an oral presentation of any assignment or partial submission. This oral evaluation shall take precedence over any other form of assessment outlined in the Teaching Guide. In this oral defense, the student must demonstrate knowledge of the subject, justify their decisions, and explain the development of their work.

BIBLIOGRAPHY AND OTHER RESOURCES

Basic

Business Ethics: Towards a New Global Order. Valencia:Étnor,.

Adela Cortina; [foreword by José Luis L. Aranguren]. Business Ethics: Keys to a New Business Culture/Madrid:Trotta, D.L. 1994.