

COURSE: CRITICAL SKILLS FOR MANAGERS OF THE FUTURE VIDEOCONFERENCE

Language	English
Level of Spanish required	Not required
Hours	45h
Credits	6 ECTS

Introduction

The Spanish culture courses by videoconference are spread out over the semester. During this time, the student has access to the study materials, a syllabus of practical exercises, complementary self-learning materials, etc. offered weekly in the Campus Virtual so the students can work with it whenever they want. These materials, alongside synchronous group videoconferences (from Monday to Thursday) or asynchronous depending on the time zones (almost half of the course hours), and individualized tutorials also by videoconference (almost half of the course hours), as well as the use of forums to be in contact with the class group will be the basis of your learning.

The personalized attention, the professionalism of our teachers, the quality of the materials and constant feedback are our guarantee of success.

Course description

Strengthening a soft skill is one of the best investments you can make in your career. According to World Economic Forum accelerating changes to business models will have a profound impact on employment landscape and are expected to have a significant impact of managers widening skills gaps. Capabilities define what you do and what you need to win making your strategy much more tangible. Thus, future managers should reinforce these so as not to be displaced.

In order to success in front of disruptive changes managers must acquire the necessary business skills because their work is critical to helping everyone else work together seamlessly motivating and inspiring their subordinates, advancing new tech challenges, involving problem-solving, improving decision-making and activating creativity attitudes, among others. This course is a practical introduction to all of the Critical Skills for Managers of the Future like critical thinking, negotiation, flexibility, people management and more.

In the class, students will learn the global vision and the tools required in order to effectively manage all of the challenges that new disruptive era are currently demanding. The course explains the “whats” and the “whys” of new management capabilities in order to have a big perspective about it and learning-by-doing approach.

Methodology

The class will be based in lectures as well as exercises with examples of management capabilities. We will be paying attention to both technical and human variables to understand how critical the relationship between business and new managerial skills is. The professor will provide lecture notes and other supplementary material that he will be uploading on the course website at least one day before the scheduled lecture.

Certification and assessment

During the course, the student will do continued work through the virtual campus with the materials provided by the teacher. Also, will participate actively in the group videoconferences, the forums and the individualized tutorials, by videoconference too.

To obtain the ECTS credits a final grade will be necessary, based on the following percentages:

- 30% Continued work through the Campus Virtual
- 30% Participation in the videoconferences and tutorials
- 40% Exam or written work .

Syllabus

- Problem solving
- Critical Thinking
- Creativity
- People Management
- Coordinating with Others
- Emotional Intelligence
- Decision Making
- Customer Orientation
- Negotiation
- Flexibility

Bibliography

Whetten, D.A: *Developing Management Skills*. Brigham Young University (University of Michigan, 2016).

World Economy Forum. *The Future of Jobs*. (WEF, 2016)

Scott Fogler, H., LeBlanc, S.: *Strategies for Creative Problem Solving*. ASEE (3th Edition, 2016).

Goleman, D. *Emotional intelligence*. (Bloomsbury Publishing, 2014).