

Advanced Master's Degree Business Consulting and Labor Relations

A M D B C L R





Advanced Master's Degree Business Counseling and Labor Relations

- » Modality: online
- » Duration: 2 years
- » Certificate: TECH Technological University
- » Dedication: 16h/week
- » Schedule: at your own pace
- » Exams: online

Website: www.techtitute.com/pk/school-of-business/advanced-master-degree/advanced-master-degree-business-consulting-labor-relations

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01 Welcome

Competitiveness in the business sector increases daily and therefore it is essential to meet a series of requirements, obtaining highly enabling specialized knowledge for further development in the field of business management. Companies are increasingly hiring external advisors to assist in the management and enforcement of regulations affecting their business, otherwise they could face legal proceedings that result in penalties, damaging their finances and reputation. Taking into account the enormous responsibility that this entails, TECH has created this program where you will find the most up to date information on Counseling and Labor Relations, so that the professional acquires the knowledge and accreditation necessary to progress in their professional success.



Professional Master's Degree in Business Consulting and Labor Relations.
TECH Technological University



“

A new managerial profile has emerged, in line with the new trends and distinguished by its technological knowledge, active listening and constructive self-criticism”

02

Why Study at TECH?

TECH is the world's largest 100% online business school. It is an elite business school, with a model based on the highest academic standards. A world-class centre for intensive managerial skills training



“

TECH is a university at the forefront of technology, and puts all its resources at the student's disposal to help them achieve entrepreneurial success”

At TECH Technological University



Innovation

The university offers an online learning model that combines the latest educational technology with the most rigorous teaching methods. A unique method with the highest international recognition that will provide students with the keys to develop in a rapidly-evolving world, where innovation must be every entrepreneur's focus

"Microsoft Europe Success Story", for integrating the innovative, interactive multi-video system



The Highest Standards

Admissions criteria at TECH are not economic. Students don't need to make a large investment to study at this university. However, in order to obtain a qualification from TECH, the student's intelligence and ability will be tested to their limits. The institution's academic standards are exceptionally high..

95% | of TECH students successfully complete their studies



Networking

Professionals from countries all over the world attend TECH, allowing students to establish a large network of contacts that may prove useful to them in the future

100,000+
executives trained each year

200+
different nationalities



Empowerment

Students will grow hand in hand with the best companies and highly regarded and influential professionals. TECH has developed strategic partnerships and a valuable network of contacts with major economic players in 7 continents

500+ | collaborative agreements with leading companies



Talent

This program is a unique initiative to allow students to showcase their talent in the business world. An opportunity that will allow them to voice their concerns and share their business vision

After completing this program, TECH helps students show the world their talent



Multicultural Context

While studying at TECH, students will enjoy a unique experience. Study in a multicultural context. In a program with a global vision, through which students can learn about the operating methods in different parts of the world, and gather the latest information that best adapts to their business idea

TECH students represent more than 200 different nationalities



TECH strives for excellence and, to this end, boasts a series of characteristics that make this university unique:



Analysis

TECH explores the student's critical side, their ability to question things, their problem-solving skills, as well as their interpersonal skills



Academic Excellence

TECH offers students the best online learning methodology. The university combines the Relearning method (a postgraduate learning methodology with the highest international rating) with the Case Study. A complex balance between tradition and state-of-the-art, within the context of the most demanding academic itinerary



Economy of Scale

TECH is the world's largest online university. It currently boasts a portfolio of more than 10,000 university postgraduate programs. And in today's new economy, **volume + technology = a groundbreaking price**. This way, TECH ensures that studying is not as expensive for students as it would be at another university



Learn with the best

In the classroom, TECH's teaching staff discuss how they have achieved success in their companies, working in a real, lively, and dynamic context. Teachers who are fully committed to offering a quality specialization that will allow students to advance in their career and stand out in the business world

Teachers representing 20 different nationalities



At TECH, you will have access to the most rigorous and up-to-date case studies in the academic community"

03

Why Our Program?

Studying this TECH program means increasing the chances of achieving professional success in senior business management

It is a challenge that demands effort and dedication, but it opens the door to a promising future. Students will learn from the best teaching staff and with the most flexible and innovative educational methodology



“

We have highly qualified teachers and the most complete syllabus on the market, which allows us to offer you training of the highest academic level”

This program will provide students with a multitude of professional and personal advantages, particularly the following:

01

A significant career boost

By studying at TECH, students will be able to take control of their future and develop their full potential. By completing this program, students will acquire the skills required to make a positive change in their career in a short period of time

70% of participants achieve positive career development in less than 2 years

02

Develop a strategic and global vision of companies

TECH offers an in-depth overview of general management to understand how each decision affects each of the company's different functional areas

Our global vision of companies will improve your strategic vision

03

Consolidate the student's senior management skills

Studying at TECH means opening the doors to a wide range of professional opportunities for students to position themselves as senior executives, with a broad vision of the international environment

You will work on more than 100 real senior management cases

04

Take on new responsibilities

The program will cover the latest trends, advances and strategies, so that students can carry out their professional work in a changing environment

45% of graduates are promoted internally

05

Access to a powerful network of contacts

TECH connects its students to maximize opportunities. Students with the same concerns and desire to grow. Therefore, partnerships, customers or suppliers can be shared

You will find a network of contacts that will be instrumental for professional development

06

Thoroughly develop business projects

Students will acquire a deep strategic vision that will help them develop their own project, taking into account the different areas in companies

20% of our students develop their own business idea

07

Improve soft skills and management skills

TECH helps students apply and develop the knowledge they have acquired, while improving their interpersonal skills in order to become leaders who make a difference

Improve your communication and leadership skills and enhance your career

08

Be part of an exclusive community

Students will be part of a community of elite executives, large companies, renowned institutions, and qualified professors from the most prestigious universities in the world: the TECH Technological University community

We give you the opportunity to train with a team of world renowned teachers

04

Objectives

This program is designed to strengthen management and leadership skills, in addition to developing new competencies and skills that will be essential in their professional development. After the program, you will be equipped to make global decisions with an innovative perspective and an international vision.



“

One of our fundamental objectives is to help you develop the essential skills to strategically manage a business”

Your goals are our goals.

We work together to help you achieve them.

The **Advanced Master's Degree in Business Consulting and Labor Relations** will provide the student with the education to:

01

Recognize the applicable labor conditions according to the source of labor law in which they are included

04

Learn, with criteria, the different existing contracting modalities to better adapt them to the business needs (in case you advise the company)

02

Acquire a comprehensive knowledge of the defining characteristics of the employment relationship and have a notion of the different forms of business organization and the subsequent labor liabilities that may arise from this type of decisions

03

Know how to face a selection and recruitment process in an efficient way, being able to know all those issues that are required in relation to the entry of the worker in the company

05

Be aware of their rights according to the type of contract in order to avoid possible frauds



06

Know the basic rights and duties of workers, especially the protection of fundamental rights

08

Possess basic skills to be able to provide advice on ordinary labor management tasks

09

Learn about time registration, working hours, overtime, rest breaks, vacations, modification of working conditions, leaves of absence, contract suspensions and leaves of absence

07

Advise on the control of labor activity through technological means and the repercussions that may exist if such control is carried out in violation of any workers' rights

10

Have a general overview of the termination of the employment relationship. The conflictive nature of this issue justifies an autonomous treatment in an exclusive module where all forms of termination of the employment contract will be analyzed



11

Possess all the elements to carry out dismissals in a justified and lawful manner, while employee advisors may have the tools to attack this business decision or advise the employee when he/she wants to leave the company

14

Have a command of the collective bargaining agreement as a tool for setting working conditions and a series of other issues aimed at organizing labor relations. In this sense, the life of the collective bargaining agreement is analyzed from its genesis to its termination, including the concurrence with other conventional texts that may affect one or more contracts

12

Acquire the skills to be able to advise on freedom of association, knowing all the conflicting points in relation to this fundamental right and the Organic Law that develops it

15

Acquire the basic knowledge regarding the fundamental right to strike, its procedure and limits

13

Acquiring competencies in the area of elections to legal representation of workers, rights, guarantees and other prerogatives related to the representative mandate

16

Learn how to register workers, how to register them and how much to pay for them

17

Be aware of the infractions to which they are subject in case of not complying with Social Security requirements and obligations

20

Acquire a command of the different sources from which the company may be sanctioned for non-compliance with the aforementioned measures

18

Acquire the skills to deal with the Social Security benefits that affect the employment contract: birth, causal event, duration, amount, suspension and/or termination

21

Acquire the necessary skills to be able to file a lawsuit within the social jurisdiction and to face the subsequent tasks within the procedural process. In this regard, the successive stages of the ordinary process will be developed, as well as the specialties of another series of specific procedural modalities

19

Know the obligations and responsibilities incumbent on companies and where workers can attack when these health and safety measures have not been complied with

22

Acquire the basic knowledge to be able to appeal judicial decisions, either before the judicial body that has issued them or in an appeal in cassation for the unification of doctrine

23

Learn the legal issues arising from the process of judgment execution

26

Collaborate and be a valuable asset when recruiting effective and functional professionals for the organizations

24

Understand the functioning and evolution of Labor Relations

27

Participate in the understanding of the management of the organizations of the importance of a good working relationship with employees

25

Use a scientific vocabulary adjusted to the demands of multiprofessional teams, participating in the coordination in the follow-up of processes directly involved with Labor Relations

28

Use the methodology, tools and material resources adapted for this purpose

29

Implement plans designed to enhance effective and successful talent management

32

Know how to strategically manage the HR department

30

Establishment of recruitment plans that promote the development and proper functioning of the organizations

33

Explore the psychology of work and organizations

31

Knowledge of the functioning of contracting procedures and Social Security

34

Learn how to implement personnel management plans

35

Determine the legal regulations applicable to continuing vocational training for employment

39

Correctly implement plans to care for and ensure the health of personnel

36

Discuss digital transformation processes

40

Identify the different forms of labor throughout history and in different social-political models

37

Know the data protection rights inherent to employees

41

Recognize union policy for worker representation

38

Understanding how outsourcing works

42

Know the system of sources of labor law

43

Understand and know how to apply the legal system to solve practical cases

47

Differentiate the types of contracting and contractual termination

44

Know the essential aspects of labor law

48

Manage bonuses for specific groups on an equal opportunity basis

45

Understand the dynamics of the social assistance system

49

Perform wage receipts and apply the contribution elements and wage bases

46

Handle computer systems specific to the field of Business Consulting and Labor Relations

50

Know the essential aspects of labor law

51

Know the dynamics of the contract

55

Manage the constitutional regulation of the collective conflict and the right to strike: its types and formal issues

52

Obtain theoretical and practical knowledge on the functioning of the collective aspect of labor relations

56

Describe the new Human Resources policies in the digital era, through performance evaluation scales and observation techniques

53

Know the negotiation channels for the understanding of extrajudicial collective conflict resolution processes

57

Be able to prepare an annual performance plan according to the organization within the scope of labor policies and equality at work

54

Acquire skills related to locating materials related to legislative texts

58

Conduct an analysis of the results of the annual performance plan

59

Manage and use strategies that promote work flexibility with the objective of improving work performance and productivity

63

Design and planning of the company's preventive and health activities

60

Knowledge and management of special labor regimes, as well as their contracting and contribution systems

64

Management of the company's preventive and protection resources, both human and material

61

Knowledge and management of labor subcontracting mechanisms through the outsourcing strategy, as well as its legal limits

65

Proper interpretation of legislation, collective regulations on occupational protection, occupational health and safety and occupational risk prevention

62

Management of hiring agreements with workers in the Special Regime for Self-Employed Workers (RETA)

66

Identify personal motivational factors in performance management and performance in a changing organizational environment

67

Manage work group management strategies

68

Apply group dynamics for the promotion of group responsibility and management

69

Analyze the logic of supplementary pension systems.





70

Linking the private dimension of protection with the more strictly public one

71

Understand the functioning of each of the social protection systems in their different dimensions: collective-individual

72

Apply the rules of private insurance and the influence of tax regulations

05 Skills

Aspire to a managerial position entails a great responsibility in terms of your own education, which must be of the highest quality, taking into account the most current and complete knowledge and skills. and complete knowledge. With this program, TECH offers a unique opportunity to acquire knowledge and skills for your application as a confident leader capable of managing projects from a business perspective. Upon completion of this Advanced Master's Degree program in Business Consulting and Labor Relations, the professional will have integrated all the necessary knowledge to effectively manage any project assigned to him or her. You will study in depth about rights and duties, new regulations applied to different sectors, and improve your management and leadership skills. and leadership skills.





“

Get the skills you need to succeed in Business Consulting and Labor Relations”

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02

Know the basic rights and duties of workers, especially the protection of fundamental rights

03

Advise on the control of labor activity through technological means and the repercussions that may exist if such control is carried out in violation of any workers rights

04

Possess basic skills to be able to provide advice on ordinary labor management tasks

05

Learn about time registration, working hours, overtime, rest breaks, vacations, modification of working conditions, leaves of absence, contract suspensions and leaves of absence



06

Possess all the elements to carry out dismissals in a justified and lawful manner, while employee advisors may have the tools to attack this business decision or advise the employee when he/she wants to leave the company

08

Acquire the basic knowledge regarding the fundamental right to strike, its procedure and limits

09

Be aware of the infractions to which they are subject in case of not complying with Social Security requirements and obligations

07

Acquire the skills to be able to advise on freedom of association, knowing all the conflicting points in relation to this fundamental right and the Organic Law that develops it

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Acquire the skills to deal with the Social Security benefits that affect the employment contract: birth, causal event, duration, amount, suspension and/or termination



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Acquire the necessary skills to be able to file a lawsuit within the social jurisdiction and to face the subsequent tasks within the procedural process

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Collaborate and be a valuable asset when recruiting effective and functional professionals for the organizations

13

Acquire the basic knowledge to be able to appeal judicial decisions, either before the judicial body that has issued them or in an appeal in cassation for the unification of doctrine

16

Establishment of recruitment plans that promote the development and proper functioning of the organizations

17

Knowledge of the functioning of contracting procedures and Social Security

20

Describe the new Human Resources policies in the digital era, through performance evaluation scales and observation techniques

18

Understand and know how to apply the legal system to solve practical cases

21

Be able to prepare an annual performance plan according to the organization within the scope of labor policies and equality at work

19

Obtain theoretical and practical knowledge on the functioning of the collective aspect of labor relations

22

Proper interpretation of legislation, collective regulations on occupational protection occupational health and safety and occupational risk prevention

06

Structure and Content

The Advanced Master's Degree in Business Consulting and Labor Relations is a tailor-made program delivered in a 100% online format so you can choose the time and place that best suits your availability, schedule and interests.

A program that takes place over 2 years and is intended to be a unique and stimulating experience that will lay the foundations for your success as a manager and entrepreneur.



“

What you study is very important. The abilities and skills you acquire are fundamental. You won't find a more complete syllabus than this one, believe us”

Syllabus

The Advanced Master's Degree in Business Consulting and Labor Relations at TECH Technological University is an intense program that prepares you to face business challenges and decisions both nationally and internationally.

The content of the Advanced Master's Degree in Business Consulting and Labor Relations is designed to promote the development of managerial skills that allow for more rigorous decision-making in uncertain environments.

Over the course of 3,000 hours, the student analyzes a plethora of practical cases through individual and team work. It is, therefore, an authentic immersion in real business situations.

This Advanced Master's Degree in Business Consulting and Labor Relations deals in depth with the main areas of business, and is designed to provide education for managers who understand strategic management from a strategic, international and innovative perspective.

A plan designed for professionals, focused on their professional improvement and preparing them to achieve excellence in the field of management and business management. A program that understands your needs and those of your company through innovative content based on the latest trends, and supported by the best educational methodology and an exceptional faculty, which will provide you with the competencies to solve critical situations in a creative and efficient way.

Module 1	Theory of Labor Relations
Module 2	The employment relationship, the employer and the employment contract
Module 3	The modalities of labor contracting and the managerial power of the employer
Module 4	Vicissitudes of the labor relationship: working hours, rest periods, modification of conditions and interruption of the labor relationship
Module 5	Social Security
Module 6	Personnel Administration
Module 7	Termination of the Labor Relationship
Module 8	Freedom of Association and Company Representation Model
Module 9	Company Agreements and Conflict Resolution Measures
Module 10	Labor Law

Module 11	Collective Labor Law
Module 12	Social Security Law
Module 13	Performance Management and Compensation Policy
Module 14	Outsourcing Self-Employment and Special Employment Relationships
Module 15	Occupational Health, Protection and Prevention
Module 16	Occupational Risk Prevention: Obligations and Responsibilities
Module 17	The Labor Process: declarative Tutelage (General Part and Procedural Modalities)
Module 18	The Labor Process: Means of Contestation and Enforcement Protection
Module 19	Change Management
Module 20	Complementary Social Protection and Social Action in the Company

Where, When and How is it Taught?

TECH offers the possibility of taking this program completely online. During the 2 years of this education, you will be able to access the contents of this program at any time, allowing you to self-manage your study time.

A unique, key, and decisive educational experience to boost your professional development and make the definitive leap.

Module 1. Theory of Labor Relations

1.1. History of Labor Relations

- 1.1.1. Conceptual Framework and Definition. (Basic Concepts of Employment, Work)
- 1.1.2. Historical Evolution of Labor Relations
- 1.1.3. The Society of Knowledge in the 21st Century

1.2. Evolution of the Forms of Work

- 1.2.1. Labor Relations and Labor Markets
- 1.2.2. The Theory of Labor Market Segmentation and its Practices

1.3. Socialism - Communism in Labor Relations

- 1.3.1. Conceptual Framework of Socialism and Communism
- 1.3.2. Brief Historical Description
- 1.3.3. Labor Relations under the Communist Political Framework
- 1.3.4. Labor Relations under the Political Framework of Socialism

1.4. Liberalism - Capitalism in Labor Relations

- 1.4.1. Concept of Liberalism versus Capitalism
- 1.4.2. Capitalism Throughout the History of the Economy
- 1.4.3. Labor Relations under the Prism of Economic Capitalism

1.5. Trade Union Law

- 1.5.1. Trade Unionism
- 1.5.2. Fundamentals of Trade Union Law
- 1.5.3. The Role of Collective Bargaining

1.6. Employee Representation

- 1.6.1. Concept
- 1.6.2. Regulatory Framework
- 1.6.3. Negotiation

1.7. State Intervention in Labor Relations

- 1.7.1. Historical Framework
- 1.7.2. Public Intervention in the Configuration of Individual Labor Relationships
- 1.7.3. Employment Contracts, Working Hours, Wages and Benefits

1.8. Institutionalism and Pluralism

- 1.8.1. Conceptualization and Framing within the Theories of the State
- 1.8.2. Institutionalism
- 1.8.3. Pluralism

1.9. Corporatism

- 1.9.1. Conceptualization
- 1.9.2. Types of Corporatism in the International Scenario

1.10. Social Policies in the International Sphere

- 1.10.1. Social Policies (Convergences and Divergences)
- 1.10.2. Intervention Models
- 1.10.3. The Welfare State

Module 2. The employment relationship, the employer and the employment contract
2.1. Sources of Labor Law (I)

- 2.1.1. Labor Content of the Spanish Constitution of 1978
- 2.1.2. International and Supranational Standards
- 2.1.3. Rules with the Force of Law
- 2.1.4. Regulations and Other Regulatory Provisions

2.2. Sources of Labor Law (II)

- 2.2.2. The Individual Employment Contract
- 2.2.3. Custom and General Principles of Law
- 2.2.4. The Most Beneficial Condition
- 2.2.5. The criteria for the Arrangement of Concurrent Labor Standards

2.3. The Concept of Worker: Definitional Notes and Gray Areas

- 2.3.1. The Assumptions of labor: Personal Service, Voluntary, Remunerated, Dependency and Dependence
- 2.3.2. Special Labor Relationships
- 2.3.3. Activities Excluded from Labor Legislation

2.4. The Labor Employer (I)

- 2.4.1. Concept of Employer in Labor Law
- 2.4.2. The Company, the Work Center and the Productive Unit
- 2.4.3. Groups of Companies for Labor Purposes
- 2.4.4. Outsourcing of Services: Contracts and Subcontracts

2.5. The Labor Employer (II)

- 2.5.1. Illegal Assignment of Workers
- 2.5.2. The Transfer of the Company

2.6. Recruitment and Selection of Workers

- 2.6.1. The Employee Recruitment Process
- 2.6.2. The Employee Selection Process
- 2.6.3. Discrimination in Access to Employment
- 2.6.4. Affirmative Action Measures in Access to Employment

2.7. Labor Contracting: Limits and Essential Elements

- 2.7.1. Ability to Work
- 2.7.2. Limitations on Employment of Minors
- 2.7.3. The Form of the Employment Contract
- 2.7.4. The Ineffectiveness of the Employment Contract
- 2.7.5. The Basic Copy of the Employment Contract
- 2.7.6. Protection of Personal Data

2.8. Covenants Ancillary to the Employment Contract

- 2.8.1. The Agreement of Full Dedication or Exclusivity in the Labor Performance
- 2.8.2. The Company's Permanence Pact
- 2.8.3. The Prohibition of Post-contractual Competition

2.9. The Legal Regime of the Probationary Period

- 2.9.1. The Probationary Period Agreement and its Duration
- 2.9.2. Free Withdrawal During the Trial Period
- 2.9.3. Withdrawal during the Probationary Period of a Pregnant Worker

2.10. The Rights of Workers over their Intellectual Creations

- 2.10.1. Exploitation Rights of Workers' Creations: Requirements and Scope
- 2.10.2. Exploitation Rights of Computer Creations
- 2.10.3. Moral Rights

Module 3. The modalities of labor contracting and the managerial power of the employer

3.1. Indefinite-Term Contracts

- 3.1.1. The Ordinary Indefinite Term Contract
- 3.1.2. The Promotion of Permanent Hiring
- 3.1.3. Discontinuous Fixed Term and Periodic Fixed Term Contracts

3.2. Temporary Hiring (I)

- 3.2.1. The Contract for a Specific Work or Service
- 3.2.2. Temporary Contracts due to Production Circumstances
- 3.2.3. The Interim Contract

3.3. Temporary Hiring (II)

- 3.3.1. The Training and Apprenticeship Contract
- 3.3.2. Internship Contracts

3.4. Temporary Hiring (III)

- 3.4.1. Provisions Common to Temporary Contracting
- 3.4.2. Other Types of Temporary Contracts
- 3.4.3. Temporary Employment Agencies (TEAs)

3.5. The Part-Time Contract and its Varieties

- 3.5.1. The Common Part-Time Contract
- 3.5.2. Aspects Related to Part-Time Contracts
- 3.5.3. Supplementary Hours
- 3.5.4. Partial Retirement and Relief Contracts

3.6 Telecommuting and "Teleworking"

- 3.6.1. The Voluntary Nature of Telecommuting
- 3.6.2. The Requirements to be Included in the Contract
- 3.6.3. The Day and the Digital Disconnection
- 3.6.4. Control of Labor Activity

3.7. The Right to Effective Employment and Fundamental Workers' Rights

- 3.7.1. The Right to Effective Occupancy
- 3.7.2. Fundamental Rights Specific to the Employment Relationship
- 3.7.3. Fundamental Rights not Specific to the Employment Relationship
- 3.7.4. Compensation for Damages: Moral Damages

3.8. Duties of the Employee

- 3.8.1. The Duty not to Compete with the Company's Activity
- 3.8.2. Duty of Care and Good Faith
- 3.8.3. The Duty to Observe Safety and Health Measures
- 3.8.4. The Duty to Comply with the Employer's Orders and Instructions

3.9. Managerial Power and New Technological Control Mechanisms

- 3.9.1. The Managerial Power of the Entrepreneur
 - 3.9.1.1. Control of Lockers and Personal Belongings
- 3.9.2. The Power of Management and New Surveillance and Control Mechanisms
 - 3.9.2.1. IT Control of Technological Tools
 - 3.9.2.2. Control via Geolocation or GPS Systems
 - 3.9.2.3. Monitoring through CCTV Systems

3.10. Determination of Employee Benefits and Functional Mobility

- 3.10.1. Determination of Work Performance: General Aspects
- 3.10.2. The Professional Classification System: Professional Groups
- 3.10.3. Functional Mobility and Corporate ius variandi
 - 3.10.3.1. General Requirements: Qualification and Respect for the Worker's Dignity
 - 3.10.3.2. Functional Mobility within the Professional Group: Horizontal
 - 3.10.3.3. Functional Mobility outside the Professional Group: Vertical

Module 4. Vicissitudes of the labor relationship: working hours, rest periods, modification of conditions and interruption of the labor relationship
4.1. Working Time: The Working Day

- 4.1.1. Ordinary Working Hours
 - 4.1.1.2. Duration of the Day
 - 4.1.1.3. Distribution of the Day
- 4.1.2. Special Workdays due to the Activity
- 4.1.3. Special Days for Personal Reasons
- 4.1.4. Obligation to Register
- 4.1.5. Overtime
 - 4.1.5.1. Concept and Classification
 - 4.1.5.2. Nature
 - 4.1.5.3. Compensation for its Execution
 - 4.1.5.4. Prohibition
 - 4.1.5.5. Records
 - 4.1.5.6. Working Hours
- 4.1.6. The Timetable
- 4.1.7. Night Work and Night Worker
- 4.1.8. Shift Work

4.2. Adaptation of Working Hours and Work-Life Balance Rights

- 4.2.1. Reduction in Working Hours for Infant Care
- 4.2.2. Absence or Reduction of the Working Day due to Premature Childbirth or Hospitalization of the Newborn
- 4.2.3. Reduction of Working Hours for Reasons of Legal Guardianship of Minors, Family Members or Handicapped Persons
- 4.2.4. Reduction of Working Hours or Adaptation in the Case of a Minor Affected by Cancer or any other Serious Disease
- 4.2.5. Reduction of Working Hours due to Gender Violence or Terrorism
- 4.2.6. Reduced Working Hours to receive OHS training

4.3. The Annual Vacation and Rest Regime

- 4.3.1. The Work Calendar
- 4.3.2. The Rest Regime
 - 4.3.2.1. Rest During the Day
 - 4.3.2.2. Rest Between Shifts
 - 4.3.2.3. Weekly Rest
- 4.3.3. Holidays
- 4.3.4. Vacations
 - 4.3.4.1. Commencement, Duration and Accrual
 - 4.3.4.2. Proportionality and Computable Periods
 - 4.3.4.3. Coincidence of Vacations with Sick Leave Situations
 - 4.3.4.4. Vacation Time
 - 4.3.4.5. Payable Nature and the Possibility of Substitution

4.4. The Wage Benefit

- 4.4.1. Concept and Function of Salaries
- 4.4.2. Salary in Cash and in Kind
- 4.4.3. Non-Salary Benefits
- 4.4.4. Wage Systems: Procedures for their Determination
- 4.4.5. Salary Structure
 - 4.4.5.1. Base Salary
 - 4.4.5.2. Salary Supplements
 - 4.4.5.3. Consolidation of Salary Supplements
- 4.4.6. Extraordinary Payments
- 4.4.7. Wage Determination
 - 4.4.7.1. Minimum Interprofessional Salary
 - 4.4.7.2. Professional Salary
 - 4.4.7.3. Contractual Salary
- 4.4.8. The Salary Absorption and Compensation Mechanism
- 4.4.9. Payment of Salary
- 4.4.10. Wage Protection
 - 4.4.10.1. Non-attachability of Wages
 - 4.4.10.2. Wages as a Privileged Credit

4.5. Geographic Mobility of Workers

- 4.5.1. Concept and Characteristics
- 4.5.2. The Legal Regime of Transfers
 - 4.5.2.1. Concept
 - 4.5.2.2. Causal Element
 - 4.5.2.3. Types of Transfers
 - 4.5.2.4. Procedure
- 4.5.3. The Legal Regime of Movements
 - 4.5.3.1. Concept
 - 4.5.3.2. Causal Element
 - 4.5.3.3. Procedure
 - 4.5.3.4. Effects

4.6. Substantial Modification of Working Conditions

- 4.6.2. Causal Element
- 4.6.3. Working Conditions Subject to Change
- 4.6.4. Concept of Substantial Modification
- 4.6.5. Type of Substantial Modification: Individual or Collective
- 4.6.6. Procedure
 - 4.6.6.1. Individual Modification
 - 4.6.6.2. Collective Modification

4.7. Modifications of Working Conditions at the Employee's Will

- 4.7.1. Promotions
 - 4.7.1.1. Concept
 - 4.7.1.2. Legal Regime
- 4.7.2. Family Reunification
- 4.7.3. Purpose
- 4.7.4. Legal Regime
- 4.7.5. Objective Causes
 - 4.7.5.1. Protection of Female Workers who are Victims of Gender Violence and Terrorism
 - 4.7.5.2. Protection of Persons with Disabilities
 - 4.7.5.3. Protection of the Worker's Physical Integrity

4.8. Interruption of Employment Benefits: Paid Leaves of Absence

- 4.8.1. Concept and Characteristics
- 4.8.2. Types of Permits
- 4.8.3. Other Interruptions of Work for Reasons Not Imputable to the Worker
- 4.8.4. Effects and Enjoyment

4.9. Suspension of the Employment Contract due to Business Causes or Force Majeure

- 4.9.1. Concept and Characteristics
- 4.9.2. Causes for Suspension
 - 4.9.2.1. Suspension of the Contract at the Will of the Parties
 - 4.9.2.2. Suspension due to Temporary Disability
 - 4.9.2.3. Suspension for Family Reasons
 - 4.9.2.4. Suspension at the Employee's Will
 - 4.9.2.5. Worker Victim of Gender Violence

- 4.9.2.6. Exercise of the Right to Strike
- 4.9.2.7. Suspension at Will of the Company
- 4.9.2.8. For Disciplinary Reasons
- 4.9.2.9. Due to Legal Closure of the Company
- 4.9.3. Suspension and Reduction of Working Hours due to Business Causes
- 4.9.4. Suspension and Reduction of Working Hours due to Force Majeure

4.10. The Legal Regime of Leave of Absence from Work

- 4.10.1. Concept and Typology
- 4.10.2. Forced Leave of Absence
 - 4.10.2.1. Appointment or Election to Public Office
 - 4.10.2.2. Union Positions
 - 4.10.2.3. Effects

- 4.10.3. Leave of Absence for Child and Family Care
 - 4.10.3.1. Assumptions
 - 4.10.3.2. Effects
- 4.10.4. Voluntary Leave of Absence
 - 4.10.4.1. Requirements
 - 4.10.4.2. Effects

Module 5. Social Security

5.1. The Constitutional Model of Social Protection. The Social Security System

- 5.1.1. The Constitutional Model of Social Protection
 - 5.1.1.1. Measures for the Protection of Social Needs
 - 5.1.1.2. Social Security

- 5.1.3. Economic and Financial Regime of Social Security
- 5.1.4. Social Security Management

5.2. Persons and Contingencies Protected

- 5.2.1. Field of Application of the System
- 5.2.2. Scope of Application of the General Regime
- 5.2.3. Entrepreneur Registration
- 5.2.4. Employee Affiliation
 - 5.2.4.1. Employee Terminations and Cancellations

- 5.2.4.2. Discharge Classes
 - 5.2.4.3. The Special Agreement as a Situation Assimilated to Registration
 - 5.2.4.4. Effects of Registration, Cancellation and Communication of Employee Data
- 5.2.5. Effects of Improper Acts

5.3. Persons and Contingencies Protected II

- 5.3.1. Protected Situations
- 5.3.2. Occupational Accidents and Occupational Diseases
- 5.3.3. The Protective Action of the Social Security System
- 5.3.4. General Requirements for Entitlement to Contributory Benefits
- 5.3.5. Liability for benefits
- 5.3.6. Automated Performance

5.4. Management and Financing (part I)

- 5.4.1. Social Security Management
 - 5.4.1.1. Management Entities
- 5.4.2. Common Services
- 5.4.3. Collaboration in Management

5.5. Management and Financing (part II)

- 5.5.1. Economic and Financial Regime of Social Security
- 5.5.2. General Social Security Resources
- 5.5.3. Social Security Contributions
 - 5.5.3.1. Contribution Bases and Rates
- 5.5.4. Collections

5.6. Economic Benefits: Subsidies and Pensions I

- 5.6.1. Introduction
- 5.6.2. Temporary Disability
- 5.6.3. Maternity
- 5.6.4. Parenting
- 5.6.5. Risk during Pregnancy and breastfeeding
- 5.6.6. Care of Children Affected by Cancer or Other Serious Illness
- 5.6.7. Unemployment

5.7. Economic Benefits: Subsidies and Pensions II

- 5.7.1. Introduction
- 5.7.2. Contributory Benefits
 - 5.7.2.1. Permanent Disability
 - 5.7.2.2. Retirement
 - 5.7.2.3. Death and Survival

- 5.7.3. Non-contributory Benefits
 - 5.7.3.1. Disability
 - 5.7.3.2. Retirement
- 5.7.4. Family Benefits

5.8. The Health System. Portfolio of Services and Medicines

- 5.8.1. The Health System and Social Security
- 5.8.2. Evolution of the Right to Health Protection
- 5.8.6. Medicines and Pharmaceutical Services
- 5.8.7. Insureds and Beneficiaries of the Right to Health Care
- 5.8.8. Benefit Management

5.9. The Social Assistance System

- 5.9.1. Delimitation of the Concept. Social Assistance
- 5.9.2. Internal Social Security Social Assistance
- 5.9.3. Social Assistance outside the Social Security System
- 5.9.4. Social Services
- 5.9.5. The System for Autonomy and Dependency Care

5.10. Pension Plans and Funds. Mutual Benefit Societies

- 5.10.1. Introduction
- 5.10.2. Voluntary Improvements
- 5.10.3. Mutual Benefit Societies. Pension Plans and Funds

Module 6. Personnel Administration

6.1. Introduction to Personnel Management

- 6.1.1. Human Resources in the Company
- 6.1.2. Personnel Administration Management in Human Resources (HR)

6.2. Recruitment Modalities

- 6.2.1. The Work Contract
- 6.2.2. Types of Contracts
- 6.2.3. Types of Contract Termination

6.3. The Payroll Receipt (I)

- 6.3.1. Salary
- 6.3.2. Salary Payments
- 6.3.3. Extra Salary Payments

6.6. Working Hours, Vacations and Leave

- 6.6.1. Workday
- 6.6.2. Vacations
- 6.6.3. Work Permits
- 6.6.4. Disabilities

6.7. Taxes

- 6.7.1. The Tax System
- 6.7.2. Tax Obligations of Employees
- 6.7.3. Employer's Tax Obligations

6.8. Technological Tools for Payroll Processing

- 6.8.1. The ERP Concept
- 6.8.2. Importance in Payroll Management
- 6.8.3. Most Common Programs

6.9. Compensation and Benefits

- 6.9.1. Compensation and Benefits Administration
- 6.9.2. Benefits in Excess of the Law
- 6.9.3. Emotional Salary
- 6.9.4. Home Office

6.10. Equal Opportunity in Personnel Administration

- 6.10.1. Equal Opportunity as Part of Organizational Culture
- 6.10.2. Gender Equity
- 6.10.3. Social Responsibility

Module 7. Termination of the Labor Relationship

7.1. Termination of the Employment Contract by the Joint Will of the Parties

- 7.1.1. Termination of Contract by Mutual Agreement of the Parties
 - 7.1.1.1. Concept
 - 7.1.1.2. Requirements
 - 7.1.1.3. Effects
- 7.1.2. Termination of a Contract for Causes Validly Stated in the Contract: Concept and Requirements
- 7.1.3. Termination of the Contract due to Expiration of the Agreed Time or Performance of the Work or Service under Contract

7.2. Termination of the Employment Contract for Other Causes Related to the Parties to the Contract

- 7.2.1. Death, Retirement, Incapacity or Extinction of the Legal Personality of the Entrepreneur
- 7.2.2. Death, Retirement or Disability of the Employee

7.3. Voluntary Termination or Termination of the Employee

- 7.3.1. Concept of Resignation and Abandonment
- 7.3.2. Resignation with Notice
- 7.3.3. Notice of Resignation
- 7.3.4. Formal Aspects and Effects
- 7.3.5. Resignation of Senior Management Personnel

7.4. Termination of the Employment Contract at the Employee's will due to a Breach of Contract by the Company

- 7.4.1. Termination of the Contract for Breach of Contract by the Company: Causes
 - 7.4.1.1 Substantial Modifications that Result in the Impairment of the Worker's Dignity
 - 7.4.1.2 Lack of Payment or Continued Delinquencies
 - 7.4.1.3 Other Serious Corporate Noncompliance
- 7.4.2. Procedure
- 7.4.3. Effects

7.5. Disciplinary Dismissal

- 7.5.1. Concept and Characteristics
- 7.5.2. Causes
 - 7.5.2.1. Repeated Absences in Attendance or Punctuality
 - 7.5.2.2. Indiscipline or Disobedience in the Workplace
 - 7.5.2.3. Verbal or Physical Offenses
 - 7.5.2.4. Breach of Contractual Good Faith and Abuse of Trust in the Performance of Work
 - 7.5.2.5. Continuous and Voluntary Decrease in performance

- 7.5.2.6. Habitual Drunkenness or Drug Addiction
- 7.5.2.7. Discriminatory Harassment of the Employer or Persons Working in the Company

- 7.5.3. Form and Procedure
 - 7.5.3.1. The Letter of Dismissal
 - 7.5.3.2. The Effective Date
 - 7.5.3.3. Notification of Dismissal to the Employee
- 7.5.4. The Disciplinary Dismissal Procedure in the Case of Workers' Legal Representatives

7.6. Termination of the Employment Contract for Objective Causes: Objective Dismissal

- 7.6.1. Concept and Legal Regime
- 7.6.2. Causes
 - 7.6.2.1. Worker Ineptitude
 - 7.6.2.2. Lack of Adaptation to Technical Changes in the Workplace
 - 7.6.2.3. Economic, Technical, Organizational and Production Causes
 - 7.6.2.4. Insufficient Budgetary Appropriation

- 7.6.3. Formal and Procedural Requirements
 - 7.6.3.1. The Provision of Compensation
 - 7.6.3.2. The Letter of Dismissal
 - 7.6.3.3. The Notice Period and the Hours of Leave to Find Employment
- 7.6.4. Priority of Permanence

7.7. Collective Dismissal

- 7.7.1. Concept and Characteristics
- 7.7.2. Causes
 - 7.7.1.1. Economic Reasons
 - 7.7.1.2. Organizational Causes
 - 7.7.1.3. Technical Reasons
 - 7.7.1.4. Productive Causes
- 7.7.3. Scope of the Impact of the Causes: Benchmarks
- 7.7.4. The Procedure
 - 7.7.4.1. Collective Phase of Collective Dismissal: Consultation Period and Negotiation Process
 - 7.7.4.2. Individual Phase of Collective Dismissal
- 7.7.5. Brief Reference to Collective Dismissal in Bankrupt Companies

7.8. Dismissal due to Force Majeure

- 7.8.1. Concept of Force Majeure
- 7.8.2. Procedure
- 7.8.3. Effects

7.9. Termination of Employment Contracts for Public Administration Employees

- 7.9.1. Termination due to Contract Termination
- 7.9.2. Disciplinary Dismissal of Public Administration's Labor Personnel
- 7.9.3. Dismissal for Objective Causes
- 7.9.4. Collective Dismissal

7.10. Termination of the Contract of Senior Management Employees

- 7.10.1. Withdrawal by the Manager
- 7.10.2. Dismissal ad nutum or without Cause
- 7.10.3. Dismissal for Disciplinary Reasons
- 7.10.4. The Golden Parachute Clauses or Indemnity Clauses in Favor of Executives
- 7.10.5. Extinction in Bankruptcy Proceedings

Module 8. Freedom of Association and Company Representation Model**8.1. Trade Union Rights and their Constitutional Recognition**

- 8.1.1. The International Model: The I.T.O. Doctrine. As a World Standard for the Legal Regulation of the Trade Union Phenomenon
- 8.1.2. The Legal Recognition of Trade Unions in the Spanish Legal System
 - 8.1.2.2. Constitutional Recognition of Freedom of Association
 - 8.1.2.3. Essential Content
 - 8.1.2.4. Additional Content

8.3. Greater Union Representativeness

- 8.3.1. Electoral Hearing
- 8.3.2. Irradiation

8.4. Protection of Freedom of Association

- 8.4.1. Challenges to Union Bylaws
- 8.4.2. The Special Process for the Protection of Trade Union Rights
- 8.4.3. Constitutional Judicial Protection
- 8.4.4. Administrative Protection of Freedom of Association
- 8.4.5. International Protection of Freedom of Association

8.5. Representation of Collective Interests and Social Concertation

- 8.5.1. Legitimized Parties
- 8.5.2. Functions of Institutional Participation
- 8.5.3. Social Dialogue
- 8.5.4. Participation in Tripartite Bodies

8.6. Freedom of Association and Collective Bargaining

- 8.6.1. Structure of Collective Negotiation
- 8.6.2. Statutory Collective Negotiation
- 8.6.3. Extra-statutory Collective Bargaining and Other Types of Negotiation
- 8.6.4. Framework Agreements
- 8.6.5. Negotiated Internal Flexibility Mechanisms and Company Collective Bargaining Agreements

8.7. Union Organization and Action in the Company and in the Public Administrations

- 8.7.1. Company Union Sections and Union Delegates:
- 8.7.2. Legal Regime: Scope and Legal Types
- 8.7.3. Functions and Competencies
- 8.7.4. Guarantees for Union Representatives in the Company
- 8.7.5. Union Representation in the Civil Service

8.8. Elective Representation of Workers in the Company

- 8.8.1. Unitary Representation
- 8.8.2. Company Committee
- 8.8.3. Personnel Delegates
- 8.8.4. Intercenter Committee
- 8.8.5. Procedure for the Election of Workers' Representatives

8.9. Attributions and Competencies of Institutionalized Representation

- 8.9.1. Guarantees of Workers' Representatives
- 8.9.2. Liability of Workers' Representatives: the Duty of Confidentiality

8.10. Other Legal Representations

- 8.10.1. Ad hoc Committees
- 8.10.2. Prevention Delegates and Health and Safety Committee
- 8.10.3. Representations on European Works Councils

Module 9. Company Agreements and Conflict Resolution Measures

9.1. The Statutory Collective Agreement

- 9.1.1. Concept and Nature of the Collective Agreement
- 9.1.2. Types of Collective Agreements
- 9.1.3. Scope of Application of Collective Agreements

9.2. The Statutory Collective Agreement and the Negotiation Process

- 9.2.1. Parties to the Collective Agreement, Authority and Parties Bound by the Agreement
- 9.2.2. Procedure for Drawing Up the Collective Agreement
- 9.2.3. Content and Limits of the Collective Agreement

9.3. The Statutory Collective Agreement and its Temporary Application

- 9.3.1. Duration of the Collective Agreement
- 9.3.2. Ultraactivity
- 9.3.3. Non-application of Collective Agreements

9.4. Relationships between Agreements

- 9.4.1. The Concurrence of Collective Agreements
- 9.4.2. Adherence to and Extension of Collective Agreements

9.5. Company Agreements

- 9.5.1. Types of Corporate Agreements
- 9.5.2. Subsidiary Corporate Agreements
- 9.5.3. Modifying Corporate Agreements
- 9.5.4. Production Reorganization Corporate Agreements
- 9.5.5. Informal Corporate Agreements or Covenants
- 9.5.6. Corporate Agreements Procedure

9.6. Autonomous Dispute Resolution Procedures

- 9.6.1. Mediation
- 9.6.2. Reconciliation
- 9.6.3. Arbitration

9.7. The Procedural Modality of Collective Disputes or Global Framework Agreements and Collective Community Negotiation

- 9.7.1. Parties Entitled to Bring the Action
- 9.7.2. Vicissitudes of this Special Modality
- 9.7.3. Effects of the Judgment

9.8. The Right to Strike: Ownership and Typology

- 9.8.1. Ownership of the Right to Strike
- 9.8.2. The Civil Servants' Strike
- 9.8.3. Strike Modalities

9.9. The Procedure to Carry Out the Strike

- 9.9.1. Call for Strike
- 9.9.2. Administration of the Strike: Strike Committee
- 9.9.3. Termination of the Strike

9.10. Effects of the Strike and Limits to its Exercise

- 9.10.1. Effects of the Strike
- 9.10.2. Security and Maintenance Services
- 9.10.3. Minimum Services

Module 10. Labor Law

10.1. The Sources of Labor Law

- 10.1.1. The Normative Sources of the Labor Law. Introduction
- 10.1.2. International Sources
 - 10.1.2.1. The Normative Role of the International Labor Organization
 - 10.1.2.2. The Normative Function of the European Union. Community Law
 - 10.1.2.3. Agreed International Law Bilateral and Multilateral Agreements I

- 10.1.3.2. Laws and Regulations with the Status of Law
- 10.1.3.3. The Regulations
- 10.1.3.4. Collective Bargaining Agreements
- 10.1.3.5. Local and Professional Customs and Practices
- 10.1.3.6. Principles of Labor Law

10.2. The Worker

- 10.2.1. Introduction
- 10.2.2. The Characteristics of the Employment Relationship
 - 10.2.2.1. Very Personal Nature
 - 10.2.2.2. Wilfulness
 - 10.2.2.3. Dependency
 - 10.2.2.4. Adjacency
 - 10.2.2.5. Remuneration

- 10.2.3. Labor Relationships of a Special Nature
 - 10.2.3.2. Family Home Service
 - 10.2.3.3. Prisoners in Penitentiary Institutions
 - 10.2.3.4. Professional Athletes
 - 10.2.3.5. Performers in Public Shows
 - 10.2.3.6. Persons who Intervene in Commercial Transactions on Behalf of one or more Entrepreneurs without Assuming the Risks and Risks of such Transactions: Trade Representatives

- 10.2.3.7. Persons with Disabilities Working in Special Employment Centers
- 10.2.3.8. Port Dockers
- 10.2.3.9. The Residency for the Training of Specialists in Health Sciences
- 10.2.3.10. Lawyers who Provide Services in Law Firms, Individual or Collective

- 10.2.4. Excluded Jobs
 - 10.2.4.1. Civil Servants and Statutory Personnel in the Service of the Administration
 - 10.2.4.2. Compulsory Personal Benefits
 - 10.2.4.3. Board Members of Corporate Companies
 - 10.2.4.4. Friendly, Benevolent or Neighborly Work

- 10.2.4.5. Family Jobs
- 10.2.4.6. Commercial Brokerage with Assumption of Risk
- 10.2.4.7. Transportation Service
- 10.2.4.8. Work Performed on One's Own Account

10.3. The Employer and the Company

- 10.3.1. The Businessman. Concept and Legal Nature
- 10.3.2. Corporate Subrogation
- 10.3.3. Groups of Companies
- 10.3.4. Productive Decentralization. Contracts and Subcontracts for Works and Services

<ul style="list-style-type: none"> 10.3.4.1. The Different Assumptions of Liability in Wage and Social Security Matters 10.3.4.2. Production Outsourcing and Health and Safety in the Work Environment 10.3.4.3. Duties of Information, Consultation and Participation in the Context of Works or Services Contracts 10.3.5. Illegal Assignment of Workers <ul style="list-style-type: none"> 10.3.5.1. Concept and Description of the Phenomenon 10.3.5.2. Consequences of Illegal Assignment 	<ul style="list-style-type: none"> 10.3.6. Temporary Employment Agencies <ul style="list-style-type: none"> 10.3.6.1. The Civil or Commercial Commitment between the Temporary Employment Agency and the User Company. The Contract for the Provision of Services 10.3.6.2. The Employment Relationship between the Temporary Employment Agency and the Temporary Employee. The Work Contract 10.3.6.3. The Special Situation of the Worker in the User Company 	<p>10.4. The Work Contract</p> <ul style="list-style-type: none"> 10.4.1. The Work Contract Concept and Basic Characteristics 10.4.2. Formalities of the Employment Contract <ul style="list-style-type: none"> 10.4.2.1. Consent, Object and Cause 10.4.2.2. Capacity to Hire 10.4.2.3. The form of the Contract 10.4.2.4. The Validity of the Contract. Total and Partial Nullity of the Labor Relationship 10.4.2.5. Simulation of the Employment Contract 	<ul style="list-style-type: none"> 10.4.3. The Probationary Period 10.4.4. Main Contractual Modalities <ul style="list-style-type: none"> 10.4.4.1. Indefinite-Term Contracts 10.4.4.2. Fixed-Term Contracts 10.4.4.3. Training Contracts 10.4.4.4. Other Contractual Modalities
<p>10.5. Basic Labor Rights and Duties</p> <ul style="list-style-type: none"> 10.5.1. Basic Employee Rights and Duties <ul style="list-style-type: none"> 10.5.1.1. Rights 10.5.1.2. Responsibilities 10.5.2. Basic Rights and Duties of the Employer <ul style="list-style-type: none"> 10.5.2.1. The Power of Management 10.5.2.2. Disciplinary Power 	<p>10.6. Occupational Risk Prevention</p> <ul style="list-style-type: none"> 10.6.1. Introduction 10.6.2. The Guarantee of Protection against Occupational Risks. The Principles of Preventive Action 10.6.3. The Prevention Plan. Risk Assessment and Planning of Mentoring Activities 10.6.4. Work Equipment and Means of Protection 10.6.5. Information, Consultation and Participation of Workers 	<ul style="list-style-type: none"> 10.6.6. Employee Training 10.6.7. Emergency Measures 10.6.8. Serious and Imminent Risk 10.6.9. The Duty of Health Surveillance 10.6.10. Responsibilities of a Documentary Nature 10.6.11. Coordination of Business Activities 10.6.12. The Unique Attention Given to Certain Groups <ul style="list-style-type: none"> 10.6.12.1. Workers Particularly Sensitive to Certain Risks 10.6.12.2. Motherhood 	<ul style="list-style-type: none"> 10.6.12.3. The Minors 10.6.12.4. Workers in Temporary Employment Relationships or made available by a Temporary Work Agency 10.6.13. The Responsibilities of the Workforce in relation to the Prevention of Occupational Risks
<p>10.7. Salary</p> <ul style="list-style-type: none"> 10.7.1. Salary <ul style="list-style-type: none"> 10.7.1.1. Concept and Characteristics 10.7.1.2. Form of Payment: in Cash or in Kind 10.7.1.3. Salary Structure 10.7.1.4. Wage Settlement and Payment 10.7.1.5. Compensation and Deduction of Salaries 10.7.1.6. Wage Guarantees 10.7.1.7. Extraordinary Bonuses 	<ul style="list-style-type: none"> 10.7.2. Non-Salary Benefits 10.7.3. The Principle of Equality and Non-Discrimination on the Basis of Gender in the Accrual and Payment of Compensation 10.7.4. The Right to Economic Promotion 	<p>10.8. Working Hours</p> <ul style="list-style-type: none"> 10.8.1. The Working Day <ul style="list-style-type: none"> 10.8.1.1. Ordinary Working Hours 10.8.1.2. Overtime 10.8.1.3. Special Working Hours 10.8.1.4. Reductions in Working Hours as provided for in the Workers' Statute 10.8.2. Night and Shift Work <ul style="list-style-type: none"> 10.8.2.1. Night Work 10.8.2.2. Shift Work 	<ul style="list-style-type: none"> 10.8.3. Holidays, Leaves of Absence and Annual Vacations <ul style="list-style-type: none"> 10.8.3.1. Labor Holidays 10.8.3.2. Permits 10.8.3.3. Annual Leave 10.8.4. The Work Calendar
<p>10.9. Novation of the Employment Contract</p> <ul style="list-style-type: none"> 10.9.1. Functional Mobility 10.9.2. Geographic Mobility <ul style="list-style-type: none"> 10.9.2.1. Geographic Mobility at the Request of the Employer 10.9.2.2. Geographic Mobility at the Worker's Request 10.9.3. Substantial Modification of Working Conditions <ul style="list-style-type: none"> 10.9.3.1. First Requirement: Concurrence of a Justifying Cause 	<ul style="list-style-type: none"> 10.9.3.2. Second Requirement: Subject Matter to be Changed 10.9.3.3. Third Requirement: Procedure to Be Followed 10.9.4. Modification of the Conditions Established in a Statutory Collective Agreement 	<p>10.10. Suspension and Termination of Employment Contracts</p> <ul style="list-style-type: none"> 10.10.1. Suspension of the Employment Contract <ul style="list-style-type: none"> 10.10.1.1. Maternity, Paternity, Adoption, Foster Care and Risk during Pregnancy 10.10.1.2. Leaves of Absence 10.10.1.3. Suspension of the Employment Contract due to Economic, Technical, Organizational or Production Causes. 10.10.1.4. Suspension of the Contract due to Force Majeure 	<ul style="list-style-type: none"> 10.10.2. Termination of the Employment Contract <ul style="list-style-type: none"> 10.10.2.1. Termination due to Unilateral Will of the Employee 10.10.2.2. Termination by Unilateral Will of the Employer: Dismissal

Module 11. Collective Labor Law

11.1. Collective Autonomy and Labor Relations System

- 11.1.1. Collective Autonomy: Concept and Structural Elements
- 11.1.2. The Three-Dimensional Structure of Collective Autonomy and its Reflection: Freedom of Association and the Right to Strike
- 11.1.3. The Right to Collective Negotiation

11.2. Freedom of Association

- 11.2.1. The Constitutional Configuration of Freedom of Association
- 11.2.2. Ownership of the Right to Freedom of Association
- 11.2.3. Content of the Right to Freedom of Association

11.3. Legal Regime of the Union

- 11.3.1. Incorporation and Acquisition of Legal Personality
- 11.3.2. Internal Functioning of the Syndicate and Economic Regime
- 11.3.3. The Union's Responsibility

11.4. Business Associations

- 11.4.1. The Employer and Union Structure
- 11.4.2. Union Representation: Most Representative Unions
- 11.4.3. Employer Representation Structure, Criteria and Determination of Attributions

11.5. The Representation and Collective Action of Workers in the Company

- 11.5.1. The Dual Channel of Representation in the Company
- 11.5.2. Unitary Representation: Personnel Delegates and Works Councils
- 11.5.3. Union Elections
- 11.5.4. The Right to Assemble in Companies: Workers' Assemblies

11.6. Collective Negotiation

- 11.6.1. Constitutional and Legal Recognition of the Right to Collective Negotiation
- 11.6.2. Negotiations and Collective Labor Agreements: Classification and Typology
- 11.6.3. Collective Negotiation Structure and Agreement Concurrence

11.7. The Dynamics of Collective Negotiation of General Effectiveness: Preparation, Term and Application of Agreements

- 11.7.1. Negotiating Parties: Capacity and Legitimacy
- 11.7.2. Negotiation Process: the Duty to Negotiate
- 11.7.3. Formal Requirements and Control of Legality: Challenging the Agreement
- 11.7.4. Application and Interpretation of the Agreement: Basic Issues
- 11.7.5. The Term of the Agreement
- 11.7.6. Adherence and Extension of the Agreement

11.8. Collective Conflict

- 11.8.1. Concept and Types of Collective Disputes
- 11.8.2. Constitutional Regulation of Collective Disputes
- 11.8.3. Collective Action by Workers and Employers in Collective Disputes

11.9. The Strike

- 11.9.1. Constitutional Recognition of the Right to Strike: Ownership and Content
- 11.9.2. The Exercise of the Right to Strike: Formal Issues. The Strike Committee
- 11.9.3. Types of Strikes: Illegal Strikes and Abusive Strikes
- 11.9.4. The Effects of the Strike

Module 12. Social Security Law
12.1. Risk Protection

- 12.1.1. Social Risks
- 12.1.2. Risk Protection Techniques and their Evolution
- 12.1.3. Social Security as a Paradigmatic Example of the Welfare State's Welfare Benefit Activity
- 12.1.4. The Constitutional Configuration of the Social Security System

12.2. System Structure and Composition

- 12.2.1. The Two Levels of Protection
- 12.2.2. The Division by Regimes
- 12.2.3. The Scope of Application of the General Regime
- 12.2.5. The Consequences of an Incorrect Framing of the Market
- 12.2.6. The Effects of Double Framing

12.3. The Legal Relationship with Social Security

- 12.3.1. Employer Registration
- 12.3.2. Affiliation
- 12.3.3. Discharge
- 12.3.4. The Low
- 12.3.5. The Administrative and Criminal Consequences of Late Discharge or Lack of Discharge
- 12.3.6. The Special Agreement with Social Security

12.4. The Financing of the Social Security System

- 12.4.1. The Different Financing Systems
- 12.4.3. The Obligation to Contribute
- 12.4.4. The Administrative and Criminal Consequences of Non-compliance with the Obligation to Contribute
- 12.4.5. Settlement of Quotas
- 12.4.6. Social Security Collection

12.5. The General Rules of Protective Action

- 12.5.1. The Causal Risks (Occupational Accidents and Occupational Diseases)
- 12.5.2. The Privileged Treatment of Occupational Risks
- 12.5.3. Types of Social Security Benefits
- 12.5.4. General Requirements for Access to the Protective Action (the Requirement of Registration and the Requirement of Deficiency)

12.6. The Amount of Benefits

- 12.6.1. The Dynamics of Benefits (Recognition, Payment and Termination)
- 12.6.2. Liability for Benefits
- 12.6.3. Benefit Guarantees

12.7. Disability Protection

- 12.7.1. The Effects of Disability in the Workplace
- 12.7.2. Temporary Disability Benefit
- 12.7.3. Compensation for Non-Disabling Permanent Injuries
- 12.7.4. Permanent Disability
- 12.7.5. Pension for Permanent Disability

12.8. Benefits in Connection with the Birth or Adoption of a Child

- 12.8.1. The Allowance for Risks during Pregnancy or Breastfeeding
- 12.8.2. The Co-responsibility Allowance for Infant Care
- 12.8.3. Birth and Custodial Care Benefits
- 12.8.4. The Allowance for the Care of Critically Ill Children

12.9. Retirement Pension

- 12.9.1. Ordinary Retirement
- 12.9.2. Early Retirement
- 12.9.3. Late Retirement
- 12.9.4. Cases of Compatibility between Work and Pension (Partial Retirement, Active Retirement and Flexible Retirement)

12.10. Protection Against Job Loss

- 12.10.1. Contributory Unemployment Benefits
- 12.10.2. Unemployment Benefits
- 12.10.3. Termination Benefits for Self-Employed Professionals

Module 13. Performance Management and Compensation Policy

13.1. Introduction to Performance Management and Management by Objectives

- 13.1.1. The Impact of the Digital Era on Professional Performance
- 13.1.2. Digital Transformation in Companies
- 13.1.3. New Human Resources Policies in the Digital Era
- 13.1.4. New Work Environments
- 13.1.5. Performance Evaluation: What Is It and What Is It For?
- 13.1.6. Performance Evaluation Models

13.2. The Performance Management Cycle

- 13.2.1. New Work Environments
- 13.2.2. Phases of the Performance Management Cycle
- 13.2.3. Models in Work Systems

13.3. Performance Planning

- 13.3.1. Initial Design of the Performance Evaluation: Company Analysis
- 13.3.2. Setting Individual and Group Objectives
- 13.3.3. Performance Metrics
- 13.3.4. Competency-based Evaluation Systems

13.4. Performance Monitoring

- 13.4.1. Management of the Corporate Talent Map
- 13.4.2. Individual and Group Action Plan Follow-up Mechanisms: Observation, Coaching and Feedback Techniques
- 13.4.3. Recognition Plans

13.5. Performance Evaluation

- 13.5.1. Key Points in Performance Appraisal: Objectives, Competencies and Project/Team
- 13.5.2. Definition of Evaluation Scales and Parameters of Excellence
- 13.5.3. The Application of the Evaluation

13.6. Underperformance Management

- 13.6.1. Observation Techniques
- 13.6.2. Incentive Motivation and Coaching Methodologies
- 13.6.3. Recovery Plan

13.7. Remuneration Policy

- 13.7.1. Regulation of Work and Remuneration
- 13.7.2. Establishment of the General Compensation System
- 13.7.3. Variable Remuneration
- 13.7.4. Control systems

13.8. Legal and Labor Aspects of Remuneration

- 13.8.1. Legal Framework
- 13.8.2. Application

13.9. Annual Planning of Performance Plans

- 13.9.1. Design and Development of an Annual Performance Plan
- 13.9.2. Analysis of Results

13.10. Additional Compensation Aspects

- 13.10.1. Pension Plans
- 13.10.2. Other Special Situations

Module 14. Outsourcing Self-Employment and Special Employment Relationships**14.1. Flexibility and Occupational Flexicurity**

- 14.1.1. Introduction to Labor Market Rigidity and Flexibility
- 14.1.2. Flexicurity Concept
- 14.1.3. Types of Flexibility and Agreements between Parties
- 14.1.4. Freedom of Contract

14.2. Substantial Modification in Labor Relationships

- 14.2.1. Labor Relations: Basic Concepts
- 14.2.2. Substantial Changes by the Employer
- 14.2.3. Substantial Changes by the Employee

14.3. Suspension of the Labor Relationship

- 14.3.1. Concept of the Suspension of the Labor Relationship
- 14.3.2. Causes and Types
- 14.3.3. Implications for Labor Regulations: Illegal Assignment of Workers

14.4. Flexibility Strategies in Hiring

- 14.4.1. Part-Time Employment
- 14.4.2. Contracting on a Permanent-Discontinuous Basis
- 14.4.3. Incorporation of Teleworking into the Workday

14.5. Outsourcing

- 14.5.1. Conceptual Introduction and Operation
- 14.5.2. Regulatory Procedure

Module 15. Occupational Health, Protection and Prevention

15.1. Basic Concepts

- 15.1.1. Concept of Occupational Health, Prevention and Protection
- 15.1.2. Contextualization in a Healthy Company

15.2. Legal Framework for Occupational Health and Safety and Occupational Risk Prevention

- 15.2.1. International and European legal Framework
- 15.2.2. Public Policy Mechanisms in the Prevention of Occupational Risks

15.3. Rights and Obligations Involved in Occupational Health

- 15.3.1. Corporate Rights and Obligations
- 15.3.2. Employee Rights and Obligations

15.4. Planning and Organization of Preventive Activities

- 15.4.1. Prevention and Protection in the Company's Management System

15.5. Elaboration of a Comprehensive Corporate Prevention Plan

- 15.5.1. Risk Detection
- 15.5.2. Design of Corrective Measures
- 15.5.3. Prevention Plan Protocol

15.6. Worker Representation in Health and Safety Policies

- 15.6.1. Legal Representation of workers
- 15.6.2. The Figure of the Occupational Risk Prevention Technician
- 15.6.3. The Figure of the Preventive Resource in the Company

15.7. Legal Responsibilities

- 15.7.1. Legal Implications in Cases of Non-Compliance

15.8. Preventive Techniques

- 15.8.1. Concept of Preventive Technique
- 15.8.2. Procedures of Preventive Techniques according to Type of Risk

15.9. Outsourcing of Prevention Services

- 15.9.1. Framework of Third-Party Prevention Services in the Regulation
- 15.9.2. Procedures for action

15.10. Job satisfaction and Health

- 15.10.1. Job Satisfaction
- 15.10.2. Analysis of the Correlation between Job Satisfaction and a Healthy Corporate Culture

Module 16. Occupational Risk Prevention: Obligations and Responsibilities**16.1. The Preventive Obligation**

- 16.1.1. General Content, Scope and Limits
- 16.1.2. Instrumental Obligations
- 16.1.3. Evaluation and Planning of Preventive Activities
- 16.1.4. Training and Information Obligations
- 16.1.5. Obligation to Provide Work Equipment and Means of Protection
- 16.1.6. Documentation Requirement
- 16.1.7. Obligations to Record and Notify Occupational Accidents and Occupational Illnesses
- 16.1.8. Serious and Imminent Risk

16.2. The Specific Obligation of Health Surveillance

- 16.2.1. Subjects in Charge. Time of Materialization
- 16.2.2. The Voluntariness Principle and its Exceptions
- 16.2.3. The Results of Health Surveillance: Access to and Confidentiality of Information

16.3. The Specific Obligation of Coordination of Business Activities

- 16.3.1. Obligations in the Event of Concurrency of Activities
- 16.3.2. Contracts and Subcontracts
- 16.3.3. The Special Regulation of the Construction Sector

16.4. Obligation to Protect Certain Groups of Professionals

- 16.4.1. Particularly Sensitive Workers, Pregnant and Breastfeeding Women, Temporary Workers and Temporary Agency Workers
- 16.4.2. Risk Prevention in Self-Employment

16.5. The Obligation to Prevent Psychosocial Risks

- 16.5.1. Types of Psychosocial Risks
- 16.5.2. Preventive Measures
- 16.5.3. Digital Disconnection as a Worker Health Protection Formula

16.6. Harassment at Work as an Occupational Hazard

- 16.6.1. Mobbing
- 16.6.2. Sexual Harassment and Harassment Based on Sex
- 16.6.3. Differences with Labor Disputes
- 16.6.4. Prevention Obligation and Preventive Measures

16.7. Administrative Liability in Occupational Risk Prevention Matters

- 16.7.1. Principles of the Administration's Sanctioning Powers
- 16.7.2. Responsible Parties
- 16.7.3. Infringements and Penalties in Occupational Health and Safety Matters
- 16.7.4. The Administrative Sanctioning Procedure
- 16.7.5. The Infringement Report as a Precondition for the Initiation of the Sanctioning Proceeding

16.8. Criminal Liability in the Field of Occupational Risk Prevention

- 16.8.1. Specific and Generic Occupational Risk Prevention Offenses
- 16.8.2. Concurrent Offense Situations
- 16.8.3. Compatibility of Criminal Liability with Other Liabilities
- 16.8.4. Subjective Scope of Criminal Liability
- 16.8.5. The Legal Entity as a Criminally Liable Party
- 16.8.6. Criminal Liability of Directors, Executives and Employees

16.9. Civil Liability

- 16.9.1. Nature of Civil Liability Arising out of Occupational Accidents and/or Occupational Diseases
- 16.9.2. Employer's Liability for the Acts of its Employees
- 16.9.3. Responsibility for the Coordination of Activities: Decentralization of Production and Responsibility of Contractors and Subcontractors
- 16.9.4. Group Liability
- 16.9.5. Responsibilities of Manufacturers and Suppliers

16.10. Social Security Liabilities

- 16.10.1. The Benefits Surcharge and its Compatibility
- 16.10.2. Concept and Nature
- 16.10.3. Responsible Parties

Module 17. The Labor Process: declarative Tutelage (General Part and Procedural Modalities)

17.1. The Social Jurisdiction: Organs and Competencies

- 17.1.1. Regulatory Sources of the Social Jurisdiction
- 17.1.2. Jurisdiction of the Social Jurisdiction
- 17.1.3. Out-of-court Settlement
- 17.1.4. The Different Courts of the Social Jurisdiction, Functional and Territorial Jurisdiction

17.2. The Proceeding Parties

- 17.2.1. Concept, Capacity, Legitimacy
- 17.2.2. Proceedings with Plurality of Parties
- 17.2.3. Intervention of the Wage Guarantee Fund

17.3. Process Avoidance

- 17.3.1. Acts Prior to the Process
- 17.3.2. Reconciliation
- 17.3.3. Preliminary Claim

17.4. Initiation of the Declaratory Judgment

- 17.4.1. Preparatory Acts and Anticipation of Evidence
- 17.4.2. Preventive Measures and Preventive Attachment
- 17.4.3. The Lawsuit: Filing, Admission, and Correction of the Lawsuit
- 17.4.4. Accumulation of Actions and Proceedings
- 17.4.5. Payment Order Procedure

17.5. The Oral Trial

- 17.5.1. Concept of the Oral Trial and Pre-Trial Proceedings
- 17.5.2. Judicial Conciliation
- 17.5.3. Arguments of the Parties
- 17.5.4. Proposition and Evidence Gathering
- 17.5.5. Conclusions

17.6. Dismissal Challenge

- 17.6.1. Action Forfeiture
- 17.6.2. The Requisites of the Claim
- 17.6.3. The Sentence and the Qualification of the Dismissal
- 17.6.4. The Effects of the Declaration of Justifiable Dismissal
- 17.6.5. The Effects of the Declaration of Unfair Dismissal
- 17.6.6. The Effects of a Declaration of Invalid Dismissal

17.7. Challenging Disciplinary Sanctions

- 17.7.1. The Invalidity of the Sanction
- 17.7.2. Confirmation of the Sanction
- 17.7.3. Total Revocation of the Sanction
- 17.7.4. Partial Revocation of the Sanction
- 17.7.5. Non-Appealability of the Judgment and its Exceptions

17.8. Termination of the Contract for Objective Causes

- 17.8.1. The Process for Termination due to Objective Causes
- 17.8.2. Collective Dismissals for Economic, Organizational, Technical or Production Causes

17.9. Procedural Modalities Related to the Development of the Employment Contract

- 17.9.1. The Vacation Process
- 17.9.2. The Professional Classification Procedure
- 17.9.3. The Procedure for Geographic Modification, Substantial Modification of Working Conditions and Reduction of Working Hours due to Economic, Technical, Organizational or Production Causes
- 17.9.4. The Process for Breastfeeding and Family Leave and Reduced Working Hours

17.10. Social Security Processes

- 17.10.1. Legitimized Parties
- 17.10.2. Preliminary Claim and Exhaustion of Preliminary Proceedings
- 17.10.3. Demand
- 17.10.4. Effects of the Judgment

Module 18. The Labor Process: Means of Contestation and Enforcement Protection

18.1. Means of Challenge

18.1.1. General Considerations

18.2. Appeal for Reconsideration

18.2.1. Resolutions Subject to Appeal

18.2.2. Procedure

18.2.3. Effects of the Rejection and Estimation of the Appeal for Reconsideration

18.3. Appeal of Complaint

18.3.1. Resolutions Subject to Appeal

18.3.2. Procedure

18.3.3. Effects of the Rejection and Estimation of the Complaint Appeal

18.4. Appeals for Review

18.4.1. General Considerations

18.4.2. Resolutions Subject to Appeal

18.4.3. Procedure

18.4.4. Effects of the Dismissal and Upholding of the Appeal for Review

18.5. Cassation Appeal

18.5.1. General Considerations

18.5.2. Resolutions Subject to Appeal

18.5.3. Processing of the Appeal before the Social Division of the Supreme Court

18.5.4. Effects of the Dismissal and Upholding of the Appeal

18.6. The Appeal for the Unification of Doctrine

18.6.1. General Considerations

18.6.2. Resolutions Subject to Appeal

18.6.3. Substantive Requirements of the Contradiction

18.6.4. Processing of the Resource

18.7. General Considerations in Labor Enforcement

18.7.1. Executive Titles

18.7.2. The Competent Judicial Body

18.7.3. Legal Standing in the Enforcement Process

18.7.4. Execution Procedure

18.8. Ordinary Executions

18.8.1. General Considerations

18.8.2. The Seizure of Goods: Concept, Phases and Incidences in the Seizure of Goods

18.8.3. The Procedure for the Enforced Execution of Foreclosed Assets

18.8.4. Payment to Creditors

18.8.5. Corporate Insolvency

18.9. Special Executions

18.9.1. Execution of Dismissal Judgments

18.9.2. Enforcement of Judgments against Public Entities

18.9.3. Collective Executions

18.10. Provisional Execution

18.10.1. General Considerations

18.10.2. Provisional Enforcement of Judgments for the Payment of Sums of Money

18.10.3. Provisional Enforcement of Social Security Sentences

18.10.4. Provisional Enforcement of Dismissal Judgments

Module 19. Change Management

19.1. Organizational Changes

- 19.1.1. Workplace Strategy and Motivation
- 19.1.2. Study of Methods and Work Measurement

19.2. Performance Evaluation

- 19.2.1. Performance Concept
- 19.2.2. Performance Measurement and Evaluation Systems

19.3. Development of High-Performance Teams

- 19.3.1. Personal Factors and Motivation for Successful Work
- 19.3.2. Integrating a High Performance Team
- 19.3.3. People and Business Change and Development Projects
- 19.3.4. Financial Keys for HR: Business and People

19.4. Workgroup Management

- 19.4.1. Group Synergy
- 19.4.2. The Group's Life Cycle
- 19.4.3. Groups and Motivation
- 19.4.4. Groups and Innovation

19.5. Group Dynamics

- 19.5.1. The Roles of People in Groups
- 19.5.2. Group Leadership
- 19.5.3. Group Rules
- 19.5.4. Group Cohesion

19.6. Responsibility and Group Management

- 19.6.1. Decision Making
- 19.6.2. Unconscious Reasons in Decision Making
- 19.6.3. Personal Responsibility and Accountability

19.7. Managing People in the Digital Age

- 19.7.1. Impact of IT on Intellectual Capital
- 19.7.2. Information Processing in Big Data Management (BigData HR)
- 19.7.3. Reputation in Social Networks and Personal Branding

19.8. Human Resources and Total Quality

- 19.8.1. Quality Costs
- 19.8.2. The Importance of Data Quality
- 19.8.3. From Total Quality to Innovation

19.9. Business Communication Processes

- 19.9.1. Company Communication
- 19.9.2. Types of Communication: Internal and External
- 19.9.3. Business Communication in Digital Environments

Module 20. Complementary Social Protection and Social Action in the Company
20.1. Social Protection Policies

- 20.1.1. Social Policy in the Social Welfare System
- 20.1.2. Types of Social Policies according to Administrative Designs
- 20.1.3. Social Policy vs. Social Work

20.2. Theories of Social Action

- 20.2.1. Social Action in Sociological Theory
- 20.2.2. Weber's Theory of Social Action
- 20.2.3. Sociology within Social Action

20.3. Corporate Social Action

- 20.3.1. Concept and Characteristics of Social Benefits
- 20.3.2. Loans and Advances
- 20.3.3. Labor Commissaries
- 20.3.4. Soup Kitchens and Indirect Formulas
- 20.3.5. Collective Transportation Service
- 20.3.6. Childcare and Other Occupational Benefits

20.4. Social Action Plans

- 20.4.1. Organizational Culture and Social Action Strategies
- 20.4.2. Internal and External Spheres of Action
- 20.4.3. Design and Planning of Social Action in the Company

20.5. The Social Dimension in the Company

- 20.5.1. The Company and its Environment: Social Analysis
- 20.5.2. Socially Based Information in the Enterprise
- 20.5.3. Evaluation of Corporate Social Action Strategies

20.6. Complementary Social Protection in the company

- 20.6.1. Constitutional Framework (Art. 41 Spanish Constitution)
- 20.6.2. Complementary Social Protection Mechanisms of Voluntary Origin
- 20.6.3. Supplementary Social Security Benefits and their Relationship with Social Security

20.7. Employer's Social Protection

- 20.7.1. The Role of the Employer in Social Protection Systems
- 20.7.2. Mutuels and Social Security
- 20.7.3. Improvements Managed through Instruments External to Company Assets: Pensions

20.8. Voluntary Social Welfare

- 20.8.1. Concept and Characteristics of Voluntary Improvements
- 20.8.2. Legislative Origins
- 20.8.3. Types of Voluntary Improvements
- 20.8.4. The Legal Nature of Voluntary Improvements

20.9. Collective Social Security

- 20.9.1. Concept, Types and List of Protective Benefits
- 20.9.2. Protective Action Chart
- 20.9.3. Revaluation and Minimum Supplements

20.10. Pension Funds and Plans

- 20.10.1. Regime and Legal Configuration
- 20.10.2. Legal and Financial Regime
- 20.10.3. Legal Regime
- 20.10.4. Infringements and Penalties

07

Methodology

This academic program offers students a different way of learning. Our methodology uses a cyclical learning approach: **Relearning**

This teaching system is used, for example, in the most prestigious medical schools in the world, and major publications such as the **New England Journal of Medicine** have considered it to be one of the most effective





“

Discover Relearning, a system that abandons conventional linear learning, to take you through cyclical teaching systems: a way of learning that has proven to be extremely effective, especially in subjects that require memorization"

TECH Business School uses the Case Study to contextualize all content

Our program offers a revolutionary approach to developing skills and knowledge. Our goal is to strengthen skills in a changing, competitive, and highly demanding environment

“

At TECH, you will experience a learning methodology that is shaking the foundations of traditional universities around the world”



This program prepares you to face business challenges in uncertain environments and achieve business success



Our program prepares you to face new challenges in uncertain environments and achieve success in your career

A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch to present executives with challenges and business decisions at the highest level, whether at the national or international level. This methodology promotes personal and professional growth, representing a significant step towards success. The case method, a technique that lays the foundation for this content, ensures that the most current economic, social and business reality is taken into account

“ *You will learn, through collaborative activities and real cases, how to solve complex situations in real business environments”*

The case method has been the most widely used learning system among the world's leading business schools for as long as they have existed. The case method was developed in 1912 so that law students would not only learn the law based on theoretical content. It consisted of presenting students with real-life, complex situations for them to make informed decisions and value judgments on how to resolve them. In 1924, Harvard adopted it as a standard teaching method

What should a professional do in a given situation? This is the question we face in the case method, an action-oriented learning method. Throughout the program, the studies will be presented with multiple real cases. They must integrate all their knowledge, research, argue and defend their ideas and decisions

Relearning Methodology

TECH effectively combines the Case Study methodology with a 100% online learning system based on repetition, which combines different teaching elements in each lesson

We enhance the Case Study with the best 100% online teaching method: Relearning

Our online system will allow you to organize your time and learning pace, adapting it to your schedule. You will be able to access the contents from any device with an internet connection

At TECH you will learn using a cutting-edge methodology designed to train the executives of the future. This method, at the forefront of international teaching, is called Relearning

Our online business school is the only one in the world licensed to incorporate this successful method. In 2019, we managed to improve our students' overall satisfaction levels (teaching quality, quality of materials, course structure, objectives...) based on the best online university indicators



In our program, learning is not a linear process, but rather a spiral (learn, unlearn, forget, and re-learn). Therefore, we combine each of these elements concentrically.

With this methodology we have trained more than 650,000 university graduates with unprecedented success in fields as diverse as biochemistry, genetics, surgery, international law, management skills, sports science, philosophy, law, engineering, journalism, history, markets, and financial instruments. All this in a highly demanding environment, where the students have a strong socio-economic profile and an average age of 43.5 years

Relearning will allow you to learn with less effort and better performance, involving you more in your specialization, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation to success

From the latest scientific evidence in the field of neuroscience, not only do we know how to organize information, ideas, images and memories, but we know that the place and context where we have learned something is fundamental for us to be able to remember it and store it in the hippocampus, to retain it in our long-term memory

In this way, and in what is called neurocognitive context-dependent e-learning, the different elements in our program are connected to the context where the individual carries out their professional activity



This program offers the best educational material, prepared with professionals in mind:



Study Material

All teaching material is produced by the specialists who teach the course, specifically for the course, so that the teaching content is highly specific and precise

These contents are then applied to the audiovisual format, to create the TECH online working method. All this, with the latest techniques that offer high quality pieces in each and every one of the materials that are made available to the student



Classes

There is scientific evidence suggesting that observing third-party experts can be useful

Learning from an Expert strengthens knowledge and memory, and generates confidence in future difficult decisions



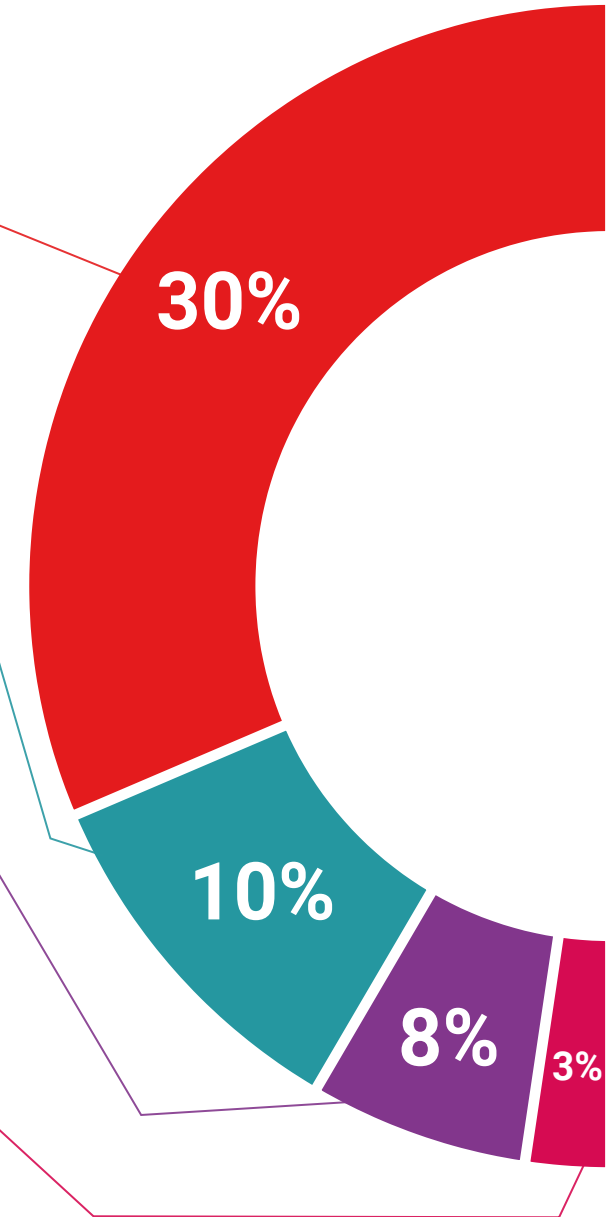
Management Skills Exercises

They will carry out activities to develop specific executive competencies in each thematic area. Practices and dynamics to acquire and develop the skills and abilities that a high-level manager needs to develop in the context of the globalization we live in



Additional Reading

Recent articles, consensus documents and international guidelines, among others. In TECH's virtual library, students will have access to everything they need to complete their course





Case Studies

Students will complete a selection of the best case studies chosen specifically for this program. Cases that are presented, analyzed, and supervised by the best senior management specialists in the world



Interactive Summaries

The TECH team presents the contents attractively and dynamically in multimedia lessons that include audio, videos, images, diagrams, and concept maps in order to reinforce knowledge

This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story"



Testing & Retesting

We periodically evaluate and re-evaluate students' knowledge throughout the program, through assessment and self-assessment activities and exercises, so that they can see how they are achieving their goals



08

Our Students' Profiles

TECH's Advanced Master's Degree in Business Consulting and Labor Relations is a program aimed at people with a university education and at least four years of professional experience, who want to transform their career and orient it towards business management.

This program uses a multidisciplinary approach as the students have a diverse set of academic profiles and represent multiple nationalities.





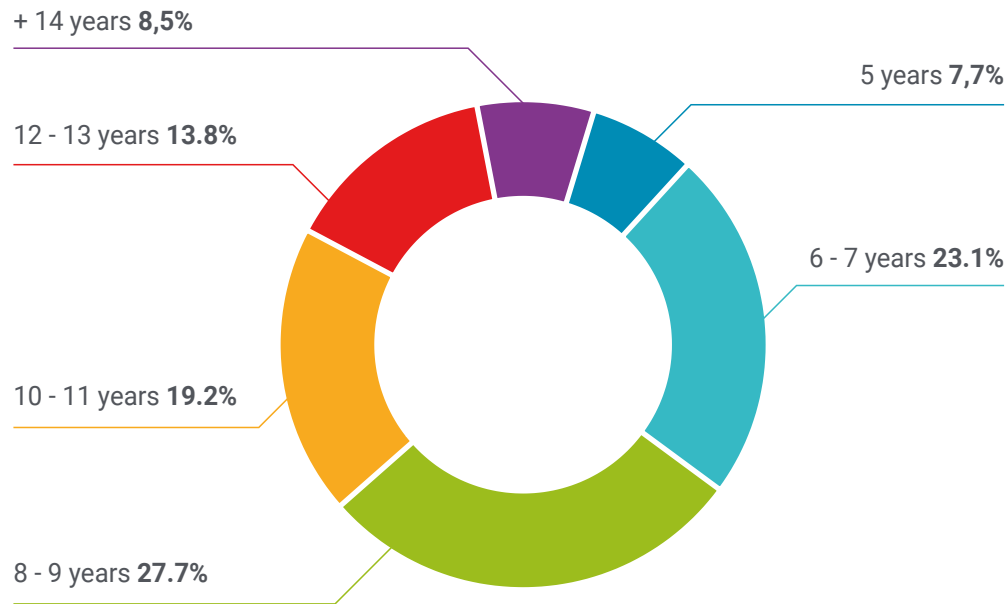
“

If you have leadership and management experience, and are looking for an interesting career boost while continuing to work, then this is the program for you”

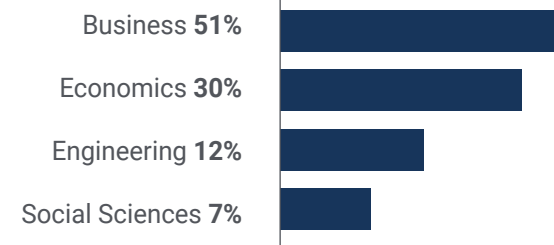
Average Age

Between **35** and **45** years old

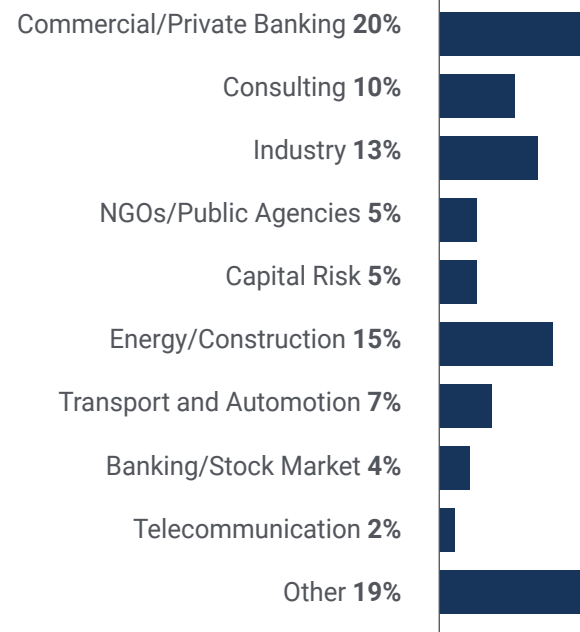
Years of Experience



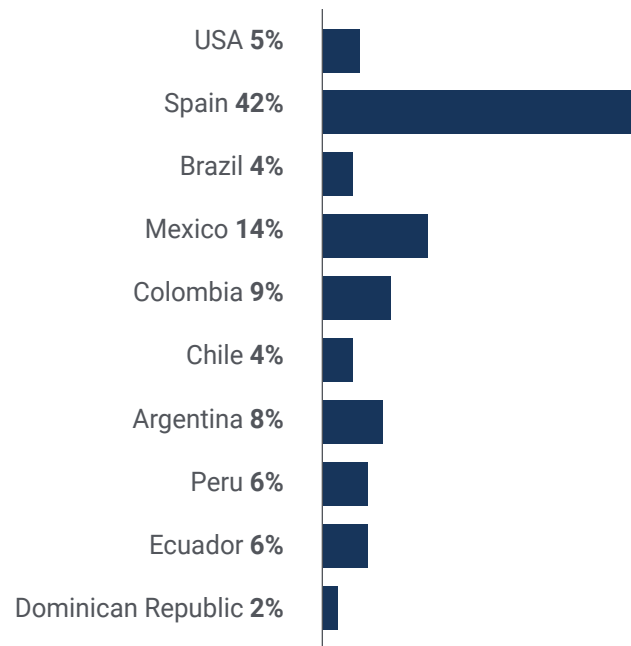
Training



Academic Profile



Geographical Distribution



Pedro García

Managing director of a multinational company

"As much as one might want to, considering an Advanced Master's Degree is not a simple matter, and even more so when you have to combine it with your professional activity and family life. However, the Advanced Master's Degree in Business Consulting and Labor Relations at TECH Technological University offered me the possibility to do so. The skilful faculty made the experience and learning even more enriching. Largely as a result of that, today I'm the director of a large company, a new role that I play with enthusiasm and my best work. In short, change that comes from action."

09

Impact on Your Career

TECH is aware that studying a program like this entails great economic, professional and, of course, personal investment.

The ultimate goal of this great effort should be to achieve professional growth.



“

Our challenge is to generate a positive change in your professional career. We are fully committed to helping you achieve it.”

Are you ready to take the leap? Excellent professional development awaits you

The Advanced Master's Degree in Business Consulting and Labor Relations of TECH Technological University is an intense program that prepares the professional to face challenges and business decisions both nationally and internationally.

The main objective is to promote personal and professional growth. Helping them achieve success

Therefore, those who wish to improve themselves, achieve a positive change at a professional level and interact with the best, will find their place in TECH.

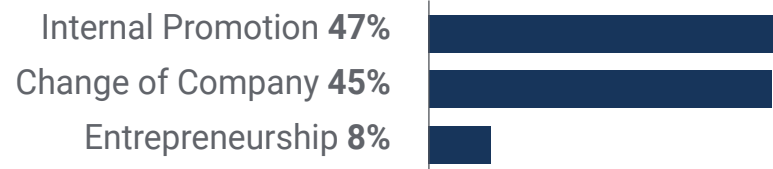
Don't miss the opportunity to study with us and you will notice how you will get the breakthrough you were looking for."

If you want to make a positive change in your career, the Advanced Master's Degree in Business Consulting and Labor Relations will help you achieve it.

When the change occurs



Type of change



Salary increase

The completion of this program represents a salary increase of more than 25% for TECH students.



10

Benefits for Your Company

The Advanced Master's Degree in Business Consulting and Labor Relations will help elevate the organization's talent to its full potential through the education of high-level leaders.

Participating in this Advanced Master's Degree program is a unique opportunity to access a powerful network of contacts where you can find future professional partners, clients, and suppliers.



“

The executive will introduce the company to new concepts, strategies, and perspectives that can bring about significant changes in the organization”

Developing and retaining talent in companies is the best long-term investment.

01

Intellectual Capital and Talent Growth

The executive will introduce the company to new concepts, strategies, and perspectives that can bring about significant changes in the organization.

02

Retaining high-potential executives to avoid talent drain

This program strengthens the link between the company and the executive and opens new avenues for professional growth within the company.

03

Building agents of change

The manager will be able to make decisions in times of uncertainty and crisis, helping the organization overcome obstacles.

04

Increased international expansion possibilities

Thanks to this program, the company will come into contact with the main markets in the world economy.



05

Project Development

The executive can work on a current project or develop new projects in the field of R&D or Business Development within their company.

06

Increased competitiveness

This Advanced Master's Degree will equip your managers with the skills to take on new challenges and drive the organization forward.

11

Certificate

The Advanced Master's Degree in Business Consulting and Labor Relations guarantees you, in addition to the most rigorous and updated training, access to a Advanced Master's Degree issued by TECH Technological University.



“

*Successfully complete this program
and receive your university degree
without travel or laborious paperwork”*

This **Advanced Master's Degree in Business Consulting and Labor Relations** contains the most complete and up-to-date program on the market.

After the student has passed the assessments, they will receive their corresponding **Professional Master's Degree** issued by **TECH Technological University** via tracked delivery*.

The certificate issued by **TECH Technological University** will reflect the qualification obtained in the Advanced Master's Degree, and meets the requirements commonly demanded by labor exchanges, competitive examinations, and professional career evaluation committees.

Title: **Advanced Master's Degree in Business Consulting and Labor Relations**
 Official N° of hours: **3,000 h.**



*Apostille Convention. In the event that the student wishes to have their paper certificate issued with an apostille, TECH EDUCATION will make the necessary arrangements to obtain it, at an additional cost.



Advanced Master's Degree

Business Counseling
and Labor Relations

- » Modality: **online**
- » Duration: **2 years**
- » Certificate: **TECH Technological University**
- » Dedication: **16h/week**
- » Schedule: **at your own pace**
- » Exams: **online**

Advanced Master's Degree Business Consulting and Labor Relations

