In addition to the general offer of courses taught in English, some Centers also offer for incoming students English Friendly Courses (EFC): subjects taught in Spanish, in which the syllabus summary, lecturer tutoring, examinations and/or papers are available in English.

<table>
<thead>
<tr>
<th>FACULTY OF ECONOMICS AND BUSINESS. ÁLAVA (151)</th>
<th>SEMESTER</th>
<th>CREDITS</th>
<th>SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>25850  Derecho de la Empresa</td>
<td>Sep. 2020- Jan. 2021</td>
<td>6</td>
<td>A</td>
</tr>
<tr>
<td>25822  Introducción a la Contabilidad</td>
<td>Sep. 2020- Jan. 2021</td>
<td>6</td>
<td>M</td>
</tr>
<tr>
<td>28097  Gestión Financiera Internacional</td>
<td>Sep. 2020- Jan. 2021</td>
<td>6</td>
<td>A</td>
</tr>
</tbody>
</table>

1 SCHEDULE: Morning (M)/ Afternoon (A): begins at 13.30.
By clicking the subject’s name, its Syllabus will appear.
DESCRIPTION AND CONTEXTUALIZATION OF THE SUBJECT

The subject of Company Law is taught in the first four-month period of the 4th year. This is the second subject of legal content of the Degree in Business Administration and Management after the subject of Introduction to Law that is taught in the first year. The subject deals with differentiated part of Commercial Law: commercial companies, the Law of Competition and intangible assets, the Law of the Securities and Credit Market, the securities and the Bankruptcy Law.

By means of this, the Graduate in Business Administration and Management will be familiar with the fundamental institutions and the legal regime of the company and the entrepreneur, as well as acquiring skills for handling legal texts related to business activity.

The general purpose of the subject is that the student obtain sufficient knowledge in the subjects specified in the agenda, valuing the importance of company law as a regulatory system for business activity. To obtain this purpose, the following will be necessary:

a) Identification, distinction and classification of the specific categories of company law.
b) Management and understanding of legal texts related to company law.
c) Identification of the problems related to the subject presented in the daily business life.
d) Proper search for legal solutions to conflicts in the matters expressed in the agenda.
e) Elaboration and defense of convincing legal arguments, both orally and in writing through orderly and understandable documents.

COMPETENCES LEARNING RESULTS OF THE SUBJECT

TRANSVERSAL COMPETENCES
Capacity for written communication

Written communication is a very important competence. The above means that this competence will be evaluated in all the activities of the subject (exams, practices, text comments), in such a way that if it’s not approved, the subject will be suspended.

SPECIFIC COMPETENCES
- Facilitate the knowledge and management by the students of the regulatory sources of the different institutions of Commercial Law
- Approach students to solve legal problems that arise in the field of companies, competition, industrial property, securities market, securities and bankruptcy law.
- Search and use of the appropriate legal and jurisprudential tools to solve legal problems that may arise in the development of the activity of the employer.
- Individual capacity to explain in a comprehensible and appropriate way the contents of the subject with precision of concepts and specific terminology of the subject.

LEARNING OUTCOMES:

- Identify the regulations governing business activity and the employer.
- Knowledge and assimilation of legally relevant concepts.
- Capacity for a fluent and well-structured written communication.

PRACTICAL THEORETICAL CONTENT

PART I: COMMERCIAL LAW

SUBJECT 1 INTRODUCTION TO THE RIGHT
SUBJECT 2 COMMERCIAL ENTREPRENEUR AND ITS STATUTE
SUBJECT 3 COMMERCIAL REGISTRY
SUBJECT 4 INCORPORATED COMPANY
  1. CHARACTERISTICS AND CONSTITUTION
  2. CAPITAL AND CONTRIBUTIONS
  3. SHARES
  4. CORPORATE BODIES. GENERAL ASSEMBLY
  5. CORPORATE BODIES. MANAGEMENT BODY
  6. STATUTORY MODIFICATIONS
  7. EXTINCTION

SUBJECT 5 LIMITED LIABILITY COMPANY

PART II: CIVIL LAW

SUBJECT 6 OBLIGATIONS
SUBJECT 7 CONTRACTS

METHODOLOGY

The subject will be taught according to the following class structure:

Master class:

The teacher will present the theoretical program in class so that the student, together with the
teaching materials indicated in this guide, can obtain a vision of the proposed contents.

Practical lesson:
Students must reflect and solve a practical case that the teacher has given them before or during the same class, identifying the question raised, as well as the relevant data and the legal framework for the solution that is most appropriate. The purpose is to apply the acquired theoretical foundations to an assumption of concrete fact and to do it by means of a juridical argumentation.

Seminar class:
These classes reinforce specific issues of the subject. They will be preceded by a work on the part of the student of the material that the teacher has indicated previously and will also develop the transversal competences proposed in the subject.

EVALUATION SYSTEM

Final evaluation system

RATING TOOLS AND PERCENTAGES

Written text to develop 100%

ORDINARY CALL: ORIENTATION AND RESIGNATION

In the ordinary call, the provisions of art. 8.2. b) of the regulations governing the evaluation of students in the official degrees (BOPV nº 50, of March 13, 2017), in accordance with which, to pass this subject it will be necessary to pass a final and global evaluation 100%.

EXTRAORDINARY CALL: ORIENTATION AND RESIGNATION

In the extraordinary call, all students will be entitled to a 100% examination.

MATERIALS OF MANDATORY USE

COMPLEMENTARY TEACHING MATERIALS of the program indicated by the teacher.

BIBLIOGRAPHY

Basic bibliography

In depth bibliography

Journals

Interesting Internet addresses
COURSE GUIDE 2020/21

Faculty 151 - Faculty of Economics and Business. Álava Department
Degree GADEMP10 - Bachelor's Degree in Business Management & Administration
Cycle Not Applicable
Year First year

COURSE 25822 - Introduction to Accounting
Credits, ECTS: 6

COURSE DESCRIPTION

The subject "Introduction to Accounting" is a basic subject of the Degree that is essential to acquire the basic accounting knowledge that will be deepened in successive accounting subjects.

The accounting is precise to know the evolution of the company itself, or for example, to analyze the situation of a company to decide whether to be loaned or not, whether it will be invested or not, etc.

COMPETENCIES/LEARNING RESULTS FOR THE SUBJECT

In this subject will work the following specific competences of the subject:

1 / Analysis of the accounting model and economic information.
2 / The General Accounting Plan (PGC) and the accounting technique relating to the situation and results of the company and the cash flows in a period.
3 / Obtaining and drawing up the annual accounts.
At the end of the course, the student is expected to be able to account for a series of economic events, to close the year and present the annual accounts (emphasizing the Balance Sheet and the Income Statement).
Likewise, it will be worked on and evaluated the transversal competence of the degree:
4 / Autonomous learning.
At the end of the course, students are expected to be able to acquire new accounting knowledge on their own (by reading the PGC with which they will work throughout the course).

COURSE CONTENTS, THEORETICAL & APPLIED

PART 1. ACCOUNTING AND THEIR STANDARDIZATION
ITEM 1. Economic activity, business and accounting
ITEM 2. Accounting standardization and documentary supports

PART 2. THE ANNUAL ACCOUNTS
ITEM 3. The Annual Accounts
TOPIC 4. The Balance
ITEM 5. The Income Statement
ITEM 6. The Statement of Changes in Equity
ITEM 7. The Statement of Cash Flows
TOPIC 8. The Notes to the annual accounts

PART 3. THE OPERATION OF THE ACCOUNTING MODEL
ITEM 9. The accounting method: Accounts and the Double Entry
ITEM 10. The Accounting Cycle

PART 4. SHORT CYCLE ACCOUNTING ANALYSIS
ITEM 11. Accounting treatment of indirect taxation
ITEM 12. Personnel Expenses
ITEM 13. Operations in service, commercial and industrial enterprises
ITEM 14. Commercial credit and collection management.
ITEM 15. Accounting accrual.

TEACHING METHODS

The subject is an introduction to accounting, so it will start from the assumption that the student does not know the accounting technique.

For this reason, at the beginning of the course, the student will be more closely accompanied by the teacher in their learning process, but, as the course progresses, the student will have to understand the subject and must be able to handle the PGC and, therefore, to learn on its own, which is fundamental for any future performance given that the regulation, including accounting, is expected to change sooner or later. In this sense, it is expected that before the end of the course, the student will be able to make his own notes from the PGC and the program of the subject.
The transversal competence, autonomous learning, will be worked through the daily work of the student whom will be gradually lesser guided on how to get to unravel the accounting knowledge that needs to know from the PGC itself.

It is expected that the student "develop the learning skills to acquire a high degree of autonomy, both in order to undertake new studies and self-training in a field subject to continuous changes and innovations." In order to work it, at first the teacher will ask that specific parts of the PGC be worked, to develop the capacity to interpret them, and then it will be asked that it be the same student who, besides interpreting it, looks for in the PGC the criteria to be taken and the way to account various concrete cases.

The specific competences of the subject will be worked throughout the entire program, through the resolution of various exercises related to the subject worked. These will basically consist of the accounting of economic events, the closing of the accounting year, the realization of the most basic annual accounts, and so on.

### Types of Teaching

<table>
<thead>
<tr>
<th>Types of teaching</th>
<th>M</th>
<th>S</th>
<th>GA</th>
<th>GL</th>
<th>GO</th>
<th>GCL</th>
<th>TA</th>
<th>TI</th>
<th>GCA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hours of face-to-face teaching</td>
<td>51</td>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hours of student work outside the classroom</td>
<td>72</td>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Legend:**
- M: Lecture-based
- S: Seminar
- GA: Applied classroom-based groups
- GL: Applied laboratory-based groups
- GO: Applied computer-based groups
- GCL: Applied clinical-based groups
- TA: Workshop
- TI: Industrial workshop
- GCA: Applied fieldwork groups

### Evaluation methods

- Continuous evaluation
- End-of-course evaluation

### Evaluation tools and percentages of final mark

- Exercises, cases or problem sets 100%

### Ordinary Examination Period: Guidelines and Opting Out

Transversal competence, autonomous learning, will be assessed both through the student’s daily work and through a couple of exercises that will be carried out during the course.

Each exercise related to the "autonomous learning" competence will account for 15% of the grade and will consist, respectively, of:

1 / Interpretation of one or more PGC texts relating to an (unexplained) exercise and its resolution. As it consists in the interpretation, the texts will be those indicated in the exercise.

2 / Search in the PGC for the rules applicable to an or several (unexplained) exercise(s) and its (their) resolution, detailing the applicable section(s) and explaining the interpretation made to reach the result.

The daily work of transversal autonomous learning will be valued by the teacher in function of the contributions of the students, being able to suppose an extra of up to 20% of the grade. In order for this extra assessment to be added to the qualification obtained, it will be required to have an overall grade of 40% of the final grade.

During the course there will be additional exercises, both theoretical and practical, related to accounting skills, exercises that will account for 30% of the grade.

The January examination on accounting issues accounts for 40% of the final grade.

Anyone wishing to take the final exam must apply in writing to the teacher before the ninth week. This student must take a test that will combine a series of accounting exercises (70% of the grade), in addition to an exercise(s) for the transversal competence "autonomous learning" that will represent 30% of the note.

Also in this case, for such competence, unexplained accounting issues will be used, since they must demonstrate the competence to be evaluated (in short, to read the PGC and to interpret it).

It will be understood that, by doing one of the exercises during the course, he or she has opted for continuous assessment. And, in this continuous assessment, he or she will be considered presented even if he does not take the January exam, unless he expressly opts for the final exam in time and forms under the above conditions.

Neither will be considered presented whoever waives the call with the minimum advance of one month before the end of the teaching period.

Both the waiver of the call and the waiver of the continuous evaluation must be done according to the official model that
appears in the "Exámenes" section of the website of our section of the Faculty.

A minimum is not required in any of the parties to approve the subject, but in case of extraordinary call only can be saved the grades got on the approved parts (that is, at least 50% of its value).

In all exercises / exams you can use the PGC, without any annotation / illustration, and the calculator.

---

**EXTRAORDINARY EXAMINATION PERIOD: GUIDELINES AND OPTING OUT**

Those who present themselves in the extraordinary convocation will have a similar examination to those that have the right to the final exam in January, that is, they will have to take a test that will combine a series of accounting exercises (70% of the grade), in addition to an exercise (s) for transversal competence of "autonomous learning", which will account for 30% of the grade. In this case too, non explained accounting issues will be used to demonstrate the ability to be evaluated (to read and to interpret correctly the PGC, in short).

Even so, those who during the course have done the exercises to evaluate the transversal competence, the others accounting exercises or the January exam will have the option to perform only those parts that have not passed, for which, the mere accounting part will be divided into two parts, where they will worth respectively 30%, on the one hand, the exercises that can be offset against the accounting exercises carried out during the course, and a 40%, on the other hand, the accounting part equivalent to the January test and which may be offset by the January test. In any case, it will be required to have the half of the qualification of any of the 3 parties in which they can request the maintenance of the note of the previous one notice to save that qualification. On the other hand, whoever chooses not to compensate and, therefore, tries to raise a note, will remain with the note of the test realized in the extraordinary call although it is inferior to the previous one.

To waive the extraordinary call will suffice not to take the exam.

In all exercises / exams you can use the PGC, without any annotation / illustration, and the calculator.

---

**MANDATORY MATERIALS**

PGC (R.D. 1514/2007, of November 16). [SPANISH GENERAL ACCOUNTING PLAN ]

Materials delivered by the teacher or hang in E-gela.

---

**BIBLIOGRAPHY**

**Basic bibliography**

There are multiple reference books for accounting subjects, among which we recommend the following, but, in any case, the objective is that the student does not need any accounting manual because he/she becomes self-sufficient.

**Detailed bibliography**

Omeñaca García, Jesús.
"Contabilidad general"
Editorial: Deusto
13ª Edición actualizada - 2017

Horno Bueno, María Paz y otros.
"Contabilidad Financiera"
Editorial: Pirámide
2018

Cervera Oliver, Mercedes y otros.
"Contabilidad Financiera"
Editor: CEF
2017

Mora Lavandera, Agustín.
"Contabilidad Financiera: Análisis y supuestos prácticos"
Editorial: Aranzadi
Colección: Gran Tratado
2017

Azkue, I. eta beste batzuk
"Kontabilitatea: Teoria eta Praktika. 2007ko kontabilitate-planera egokitua"
Ed. Elhuyar, 2009

**Journals**

Revista de Contabilidad.
Web sites of interest

- www.aeca.es
- www.icac.meh.es
- www.cnmv.es
- https://egela.ehu.es

**OBSERVATIONS**

As long as there is a need to keep the classrooms partially full (below their capacity) for health reasons, the teaching will be bimodal and the evaluation tests can be done either in the classrooms or virtually, depending on the specific health circumstances in which we find ourselves at that time, and the appropriate information will always be given in e-gela.

We will all regularly check e-gela and the UPV-EHU's email, eliminating messages already read to avoid saturation of the same.
DESCRIPTION AND CONTEXT OF THE SUBJECT

International Financial Management is a subject, a part of the Financial Management Specialty, and a core subject in the Undergraduate Degree Course in Business Administration and Management and in the Undergraduate Degree in Finance and Insurance.

The main objective is that the students achieve a suitable level of understanding of international financial management in the short term. The students first become familiar with negotiation in the currency markets and then examine the exchange rate risk and other international risks, as well as possible forms of coverage for them.

COMPETENCIES

Specific Competencies of the subject:

- **Knowledge:**
  - Mastery of the specific characteristics and operations in the currency markets.
  - Mastery of the basic factors that determine the exchange rate and others that determine the exchange rate (both spot and forward).
  - Knowledge of the concept of exchange rate risk, its repercussions on businesses, and methods to measure and cover it.

- **Skills:**
  - Ability to analyze the situation of the exchange rate markets.
  - Ability to observe, detect and analyze the exchange rate risk of a company or organization.

- **Other skills:**
  - Ability to understand, interpret and analyze the data provided by international financial information sources.
  - Ability to detect exchange rate risk, analyze and communicate the result of the analysis in a clear and comprehensible way.

Cross-cutting skills that will be worked on in the subject:
- Autonomous learning.
- Written communication.

THEORETICAL-PRACTICAL CONTENT

**TOPIC 1. THE INTERNATIONAL FINANCIAL SYSTEM**

1.1. Introduction
1.2. The concept of currency
1.3. The international financial system
1.4. Globalization, the Euro and the financial management of companies

**TOPIC 2. THE SPOT MARKET**

2.1. Introduction
2.2. Currencies and exchange markets
2.3. Participants in the spot market
2.4. Market organization and expression of exchange rate
2.4.1. Organization of the exchange rate market
2.4.2. Negotiation of currencies and exchange rates
2.4.3. Parity, monetary intervention and exchange rate control
2.4. Arbitration in the currency spot market
TOPIC 3. THE DETERMINATION OF THE SPOT EXCHANGE RATE
3.1. Introduction
3.2. Determination of the spot exchange rate: influencing factors
3.3. Basic relationships of the spot exchange rate
3.3.1. Parity of purchasing power
3.3.1.1. Approach
3.3.1.2. Repercussions on business management
3.3.2. Parity not covered by the interest rate
3.3.2.1. Approach
3.3.2.2. Repercussions on business management
3.4. Approaches and models to determine the exchange rate

TOPIC 4. THE SPOT EXCHANGE MARKET
4.1. Introduction
4.2. Function and operation
4.3. Arbitration in the spot currency market and parity covered by the interest rate
4.4. The forward exchange rate as a predictor of the future spot exchange rate

TOPIC 5. EXCHANGE RATE RISK AND HOW TO MEASURE IT
5.1. Introduction
5.2. The exchange rate risk and exposure to it
5.2.1. Concept and some forms of measurement
5.2.2. Exposure to the exchange rate risk. The principle of coverage
5.2.3. Company exchange rate risk
5.3. Accounting approach
5.4. Transaction exposure
5.4.1. Concept
5.4.2. Exposure and transaction risk. Measurement
5.5. Economic exposure
5.5.1. Concept, components and factors
5.5.2. Measurement

The assessment system will consist of two parts: 1) continuous assessment that will include the performance of various activities, and 2) a final exam. Through the activities carried out during continuous assessment, a maximum of 3 points can be obtained, therefore the maximum points that can be obtained in the exam is 7.