

University Technology Diploma of Business and Management of the Organisations Studies

CONTENTS 2

1. Objectives of the program 4
2. Activity and skill references 5
3. General organisation of the course 10
 - a. Course description 10
 - b. Summary tables of Modules and Teaching units by semesters 11
 - c. Placements and Tutored Projects 14
 - d. Personal and Professional Project (PPP) 15
 - e. Educational choices, pedagogy with technology 16
 - f. Taking into account the current stakes in the economy 16
 - g. General structure of the course 17

1. Objectives of the program

The University Technology Diploma of Business and Management of the Organisations Studies trains students to occupy multifunction management posts, manager assistants in the running of small and middle size businesses or in bigger sized companies or administrations.

This both University and Technological cursus covers a wide range of skills and therefore opens up access to many jobs in the tertiary sector.

The TWO-YEAR TECHNICAL DEGREE comprises a core of topics guarantying the main skills of the diploma as well as complementary modules. The aim of these complementary modules is to help the student develop his Professional and Personal Project through either professional insertion or further university studies.

The modules concerning the professional insertion are described in this National Pedagogical Programme. Those regarding further studies are subject to the National Pedagogical Commission recommendations and are validated by the IUT Council. They entail the same characteristics in terms of hourly volumes and coefficients as those aimed at professional insertion.

The cursus represents 1620 taught hours over a minimum of 60 weeks. Over and above the topics taught, 300 hours are allocated to a tutor led project within the IUT as well as the undertaking of a 12 week professional placement in the workplace

The qualified technician who wishes to join the professional environment after gaining his Diploma GACO can rely on multi- skills acquired throughout the 4 semesters of his training, thus enabling him to quickly reach positions with responsibilities.

The range of possibilities is broad both in terms of professional sectors and possible accessible positions.

Professional sectors

- Small and middle sized enterprises (SME) and large ones
- Public administrative establishments
- Non-profit making organisations
- Banks and Insurance Companies (at local branches or head offices)
- Supermarket and retailer trade (mainly in the food or specialised industry)
- Transport and logistics companies
- Chartered accountants and financial management firms
- Companies in the telecommunication sector, temporary employment, travel agencies
- All industrial companies.....
-

Accessible positions

- Director personal assistant
- Administration assistant
- Accountant assistant
- Financial management assistant
- Purchasing assistant
- Logistics assistant
- Human Resources assistant
- Payroll assistant
- Sales administration assistant
- Customer adviser
- Sales person
- Bank / insurance adviser
- Product category manager's assistant
-

The list is not exhaustive due to the diversity of both sectors and organisations.

2. Activity and skill references

A DUT GACO graduate is part of a private or public organisation, as an assistant or collaborator of the management team, managing director or profit centre. With experience he can access responsibility posts mainly in the operational or middle management. He can, in certain circumstances, aim at the creation or taking over of a company (very small or family business) or work in a Charity.

The graduate develops specific skills which will allow him, to his best ability, to support decision makers, either in information gathering and their exploitation or in the implementation of operational actions.

The skill range is vast as it is pertinent in all the different aspects of the process linked to the value chain of the organisations

Personal and transversal skills of the Graduate

The cursus emphasises the key qualities required of the graduate in order to facilitate his integration, personal and professional development expected by the organisations

The graduate must show	Relevant key qualities
Rigor.	He has to take on board the managerial, process and professional written production tools. He shows self-control of his actions and a result compliant with expectations.
Adaptability.	He adjusts his behaviour and decisions according to the context, simple or complicated. He shows autonomy, pragmatism and operational skills.
Interactive social skills.	Has a good grasp of the communication tools and the Information Technology systems. He develops his interpersonal skills and shows empathy.
Open-mindedness.	He listens, understands and takes in new ideas, engages in new professional relationships and is open to international development.
Initiating.	He looks for opportunities to enhance evolution prospects in his organisation (from the operational to higher hierarchy levels). He takes initiatives and all the related responsibilities.
Customer awareness	Whatever level he is in the company, he ensures an optimal customer / user quality and satisfaction
Technological approach	He constantly develops his curiosity in the fields of Economy, Law and Management. He is interested in the activity sector of his organisation together with any specific issue he encounters.
Ethics.	He adopts a responsible attitude in all the decisions he makes. He takes into consideration the economic consequences as well as the human, social and ecological ones in a sustainable development view.

General activities and skills

The aim of the DUT GACO is to train higher level technicians through the acquisition of general skills used when at the hierarchical top of the organisation, as a team member or close to the operational centre.

Strategic Management	
Company diagnostic	To be able to collect data using tools specific to internal and external company diagnostic To develop an on-going information monitoring and benchmarking
Strategy formulation	To assist the manager to understand the strategic choices which are presented to the organization in a global coherence To accompany and implement an adapted strategic planning.
Organisational choices	To comprehend the different organisational forms and contribute to the improvement means in the structure dynamics
Operational Management	
Team management	To understand Human Resources Management Technics, motivation, satisfaction, group dynamics, conflict management He can supervise a small team
Project management	To mobilise all the essential project management tools
Management control	To implement monitoring, controlling and performance improvement tools
Professional communication	
Written communication	To best use and adapt written communication supports which are more or less standardized
Oral communication	To express oneself in a professional and efficient manner when in an interpersonal relationship and in a group
Communication in a foreign language	To count on the knowledge of two foreign languages in a professional situation

Sustainable performance

Risk management	To use tools for the assessment and management of risks To integrate the stakes of a regulation approach through anticipation. To accompany the development of quality certifications
-----------------	---

Corporate social responsibility and sustainable development	To contribute to the commitment of the organization in a long-term development approach, associating the economic, social and ecological performances
---	---

Specific activities and skills

The graduate of a DUTGACO (2 year technical GACO degree) also has to acquire specific skills which are relevant to the recurring functions of organizations:

Research and development (R&D)

Innovation	To participate in the support process of the innovation actions in the design and the evolution of products and processes.
------------	--

Purchasing

Purchasing management	To participate in an optimization procurement process – from the choice of suppliers to the placing and tracking of orders- To take part in the development of specifications with the aim of reply to a call for tenders, and conversely, to get and to study public or private calls for tenders
-----------------------	---

Logistics

Inbound and outbound logistics	To identify and contribute to the logistics operations with various external partners, in a local, regional, national and international context
--------------------------------	---

Internal logistics	To participate in the optimization of the physical, financial and internal information flows, the warehousing and storage ...
--------------------	---

Marketing

Marketing studies	To collect and study the quantitative and qualitative , marketing and commercial, internal and external data
-------------------	--

Strategic Marketing	To rely on the audit tools to grasp the strategic orientations of the organization. To support the internationalization process of the company activities
---------------------	--

Operational Marketing	To use efficient technics within the commercial policy. To participate in the setting up of the four variables (4 Ps) in the Marketing Mix (Product, Price, Place and Promotion) in relation with the defined strategic orientations as well as the objectives and relevant operational action plans .
-----------------------	--

E-Marketing	To identify the most recent tools used in the E-Marketing strategy and to implement some of them.
-------------	---

Production – Maintenance

Production organisation	To grasp the processes and methods used in the Production Management
-------------------------	--

Quality Management	To get involves in the implementation of the basic methods of the management and optimization of the quality in production. To identify and assess the relevance of the French and international certifications
--------------------	---

Trade

Customer relation management	To get a technical and methodological understanding in order to collect, analyze and handle the information relative to customers and prospects, with the aim of proposing them a "win-win" deal and developing their loyalty
------------------------------	---

Negotiation	To take in operational negotiation technics both in French and foreign languages
-------------	--

International Trade	To understand the common aspects of contractualisation, logistics and financing of imports and exports.
---------------------	---

E-Commerce	To transfer the Marketing and Sales offer of the organization in a context of on-line sale.
------------	---

Human Resource Management

Recruiting	To implement recruitment technics
------------	-----------------------------------

Remuneration	To understand the remuneration policy
--------------	---------------------------------------

Training	Participate in the set-up and the follow-up of the training plan
Provisional job and skill management	To identify the various stages of the implementation of the Provisional Job and the Skill Management
Key Performance Indicators (KPI)	To use KPIs to assess the social balance sheet in order to support and develop the Human Resources of the organization.

Accountancy – Finance

General Accounting	<p>To understand the fundamental accountancy rules</p> <p>To read and understand a profit and loss account and a balance sheet</p>
Financial Management	<p>To estimate the level of activity, the profitability and the global financial situation of a company.</p> <p>To distinguish the sources and means of financing adapted to the nature of the need</p> <p>To establish a financing plan and assess in particular the financial needs linked to the operating cycle</p>
Cash flow Management	<p>To grasp the cash-flow evolution from a balance sheet approach or a budget flow (income and expenditure) approach</p> <p>To select short term financing sources</p>
Corporate taxation	<p>To list and assess the main corporate tax impact.</p> <p>Integrate the principles of the working of the VAT</p>

Budget management

Financial Accounting	Implement the main methods of cost calculation.
Financial Control	<p>To use the budgeting, and forecasting management tools and those used for the elaboration of various budgets.</p> <p>To grasp the outcome of a budgetary control system. To assess the profitability of an investment.</p>

Administration – Information Management

Administrative processes.	To take part in the implementation of administrative processes in the organization
Information monitoring.	To take part in the collection of the relevant information, organize it and broadcast it to the organization actors. To rely on collaborative platforms and relational databases.
Quantitative information processing.	To resort to descriptive techniques, of interpretation and projected. To implement specific tools (spreadsheet, data extractor ...)

Communication – (information and communication technologies - ICT)

Internal Communication	To produce written and oral content, synchronous or asynchronous, on relevant communication media.
External Communication	
IT System	To understand the IT network operating and grasp the security issues To implement a simple « MCC »(conceptual communication model) and to use a Relational Database Management System (RDBMS) To identify the features of the “enterprise resource planning (ERP) systems

Law

Legal framework and sources	To analyse the legal framework and collect the legal rules applicable to people and to business contacts (public and private law).
Law of contracts	To analyse contracts, identify the main contracts, the parties' obligations and the corporate responsibility sources
Business Law	To estimate the status of the individual and corporate company, the rules applicable to the trader and the various social structures. To Intervene during the various stages of the handling of a struggling company
Industrial relation law	To apply the regulations attached to the employment contract, labour relations and conflict resolution

Company creation

Market Study	To validate the relevance of an idea in a particular market. To set a Marketing and Commercial positioning.
financial projections and funding sources	To draft key financial documents part of the business plan. To present and defend them using all the information relevant to the market and the chosen market strategy
Legal status	To choose the relevant legal status, understanding the implications in terms of rights and obligations.
Managerial choices	To make choices in terms of organization, division of labour, coordination, management and coherence of the processes.
Start-up	To put in place the means of implementation, follow monitoring and remedial mechanisms at the start of the activity

3. General organisation of the course

a. Course description

The course is organised over 4 semesters, divided in course modules, at the rate of 2 or 3 per semester. The educational approach is based in particular on project undertaking. The future professional is placed in situation in a theoretical and practical context. He uses to his best ability his acquired knowledge and know-how, whilst developing his main qualities essential for his integration in the occupational environment and his capacity to evolve within the organization.

Specific organisation in the Art, Culture and Sport fields.

Some GACO departments propose specific programs and an adapted organization in order to integrate students who wish to conciliate an art and cultural activity (Music, dance, Theatre) or an major sport activity with the gain of a tertiary diploma. It's down to the IUT to authorize the enrolment in this to- measure cursus.

Through a specific organisation of the program, the DUT GACO can be obtained in 6 semesters instead of 4, maintaining of course the educational logic in place (semesters, modules) respecting the timetable and assessment conditions as reminded further on.

Foreign languages and International

Organizations are more and more involved in an international context. The student in this course must be able to grasp this notion as part of the study, particularly in a Management, Economics, socio-cultural and legal logic

In this professional post- graduate context, the student must acquire all the expected knowledge and skills both in terms of job sectors (International Trade, logistics, marketing) and foreign language skills. He therefore must have a good level of English, mandatory language taught during the 4 semesters and another compulsory foreign language. Departments have to organize themselves to propose several foreign languages in their school. For those students who were not taught a 2nd foreign language in their previous school, the second language must be replaced by further English classes or a beginner's class in a 2nd language must be offered.

Departments are encouraged to lead students towards a certification which will enable them to show their level and skills acquired over the 4 semester course

Students can carry out their placement abroad. The process is the same as a work experience in France, in terms of search, objectives and assessment. A signed three-way contract between the student, company and IUT is mandatory.

The IUT can also validate through comparability one or two semesters undertaken by a student in a University or Further Education College abroad.

The semesters are subject to a partnership agreement between the schools, and state the enrollment conditions and equivalences. In some cases, some topics can be provided on line, as projects or assessments on return to assess the student achievements.

Other means provided to obtain the DUT GACO

The DUT GACO can be proposed in these different profiles:

- Sandwich course (including apprenticeship) and ongoing education
- Special year
- VAE (Validation des acquis de l'expérience) accreditation for work experience

Local Adaptation

In each of the semesters, a module can be identified and be entirely substituted:

- Semester 1: Module Adaptation to the targeted audience.
- Semester 2 : Module Discovery of the local and regional socioeconomic environment
- Semester 3 : Module Current events and general knowledge
- Semester 4 : Module Preparation for certification

b. Summary tables of Modules and Teaching units by semesters

Semester 1 – Face to face number of hours allocated and coefficients

			CM	TD	TP	Total	Coef
U E 1	UE 1.1	Business approach and Project Management					
	M1101	Economics – Basic concepts	15	20		35	3
	M1102	Legal environment and culture	15	20		35	3
	M1103	Introduction to Marketing	20	15		35	3
	M1104	IT Tools	5	5	30	40	3
	M1105	Project Management	5	10	10	25	2
	M1106	Transversal Activity		15	15	30	1
			Total UE 1.1	60	85	55	200
U E 2	UE 1.2	Communication and introduction to Finance					
	M1201	Accountancy : basics	15	20		35	3
	M1202	Expression and Communication : Oral skill technics		10	30	40	3
	M1203	Business Management	15	20		35	3
	M1204	Foreign language 1 : Business English		10	20	30	2
	M1205	Methodology PPP phase 1		10	15	25	2
	M1206	Adaptation to the target audience		25		25	1
	M1207	Foreign Language 2		10	10	20	1
			Total UE 1.2	30	105	75	210
		Total Semester 1	90	190	130	410	30

Semester 2 – Face to face number of hours allocated and coefficients

			CM	TD	TP	Total	Coef .
U E 1	UE 2.1	Business environment and management technics					
	M2101	Business law	15	15		30	2
	M2102	Economy – economic issues	15	10		25	2
	M2103	IT Management	10	15	5	30	2
	M2104	Mix marketing and planning	20	20	5	45	2
	M2105	information and communication technologies - ICT	5	5	30	40	2
	M2106	Transversal activities		15	15	30	1
	M2107	Team management : performance and conflict management	5	10	10	25	1
		Total UE 2.1	70	90	65	225	12
U E 2	UE 2.2	Communication and management tools					
	M2201	Accounting : cycle-based approach	15	30		45	2
	M2202	Expression and Communication : written skill technics		10	25	35	2
	M2203	Foreign language 1 : Business English		10	20	30	2
	M2204	Statistical tools applied to Management	5	15	10	30	2
	M2205	Foreign Language 2		10	10	20	1
	M2206	Discovery of the local and regional socio-economic environment		25		25	1
	M2207	Methodology PPP phase 2			20	20	1
		Total UE 2.2	20	100	85	205	11
U E 3	UE 2.3	Practical professional applications : discovery and exploration					
	M2301	Placement 1 (140 hours minimum - 4 weeks minimum)					4
	M2302	Tutored Project 1 (100 hours)					3
		Total UE 2.3					7
		Total Semester 2	90	190	150	430	30

Semester 3 – Face to face number of hours allocated and coefficients

			CM	TD	TP	Total	Coef.
U E 1	UE 3.1	Operational and strategic management					
	M3101	Business law	15	20		35	3
	M3102	Sales management and negotiation	20	10	15	45	3
	M3103	Financial and Fiscal management	15	30		45	3
	M3104	Strategy of organizations.	20	20		40	3
	M3105	Professional relation law /labour law	15	15		30	2
		Total UE 3.1	85	95	15	195	14
U E 2	UE 3.2	Applied Communication					
	M3201	Professional expression and communication		10	20	30	2
	M3202	Foreign language 1 : Business English		10	20	30	2
	M3203	Logistics	10	10	10	30	2
	M3204	PPP phase 3			25	25	2
	M3205	Current affairs and general knowledge		25		25	1
		Total UE 3.2	10	55	75	140	9
U E 3	UE 3.3	Technological development					
	M3301C	Transversal Activities		15	15	30	2
	M3302C	Specific problems to very small and middle-sized firms (SMEs)	15	15		30	2
	M3303C	information and communication technologies - ICT	5	5	25	35	2
	M3304C	Foreign language 2		10	10	20	1
		Total UE 3.3	20	45	50	115	7
		Total Semester 3	115	195	140	450	30

Semester 4 – Face to face number of hours allocated and coefficients

			CM	TD	TP	Total	Coef .
U E 1	UE 4.1	Applied Management					
	M4101	Management control	20	20	5	45	2
	M4102	E-Commerce et E-marketing	10	10	10	30	2
	M4103	Human resources Management	15	15	5	35	2
	M4104	Foreign language 1 : Business English		10	20	30	2
	M4105	Creation and company take over	5	15	5	25	1
	M4106	Technological strengthening (languages, IT...)		25		25	1
		Total UE 4.1	50	95	45	190	10
U E 2	UE 4.2	Professional Development					
	M4201C	Management of the innovation and business intelligence	5	15	10	30	2
	M4202C	International trade technics	15	15		30	2
	M4203C	Transversal Activities		15	15	30	1
	M4204C	Foreign Language 2		10	10	20	1
	M4205C	Public and non-profit making organisations	15	15		30	1
		Total UE 4.2	35	70	35	140	7
U E 3	UE 4.3	Practical professional applications : Responsibility focused					
	M4301	Placement 2 (280 hours minimum - 8 weeks minimum)					8
	M4302	tutored Project 2 (2000 hours)					5
		Total UE 4.3					13
		Total Semester 4	85	165	80	330	30

The « Learning differently » approach as stated in the decree dated 3rd August 2005, Article 15 , must take up 10% of the total hour taught volume and be in each of the topics.

c. Work Placements and Tutored Projects

12 weeks work placement

The work experience carried out in a professional environment (business, administration, charity, public organization) finalizes the professional aspect of the course and is carried out over 4 weeks in Semester 2 and 8 weeks in Semester 4. The work experience in S2 enables the student to discover a structure, to comply with professional requirements and it goes toward the final project of the student. The 8 week

internship in S4 puts the student in an active and autonomous situation in accordance with technical, technological and relational skills expected from the future qualified technician.

The whole process, from the search to the oral presentation, is carried out within a frame which defines the responsibilities and procedures, dealing with the integration and monitoring of the trainee as well as the supervising undertaken by tutors. This approach integrated in a tripartite chart between the student, the university and the welcoming organization is materialized in a signed convention and complies with all the rules and regulations in place.

The student has to undertake himself the work-placement search as it is an exercise which is an integral part of the job search preparation.

The mission the student has to carry out has to be agreed between all the parties to ensure it is in accordance with what is expected and that it is of interest for all.

During the whole period, the student is supervised by both the University Tutor and the Organisation Tutor.

The assessment is undertaken by a jury, taking into account the Organisation Tutor appraisal. It's made up of evaluation of the work performance, the student's attitude, the written report and the oral presentation. The grades are based on a marking grid and criteria, assessing the expected individual skills made reference to in the diploma activity and skill base. For the shorter S2 work-placement this assessment can be simplified.

The coefficient applied to the work placements together is 12

300 hours Tutored Projects

The 300 hour long tutored project activity is performed by the student and all the way through the syllabus, It represents a practical experience of a qualified technician in an organization and therefore focuses on the professional skills development of the to be graduate i.e :

- To put in practice the interpersonal skills and know-how
- The experiment of trans-disciplinarity
- The learning and application of the methodology of project management: writing of specifications, group work, management of time and deadlines, written and oral communication...
- The development of the inter- relational skills of the student: the autonomy and the qualities appropriate to teamwork (initiative, capacity in communication, coordination ...)

In Semester 1 & 2 the project represents 100 student hours and has a coefficient 3 taken in account in S2. This first project is the opportunity the learn about the concrete aspects of project management through team work and organization in order to reach a given target. The methodological elements are dealt with in specific topics

In Semester 3 & 4 , the project takes up 200 student hours, coefficient 5. The missions commissioned by internal or external organizations (businesses, charities, local authorities ...) must be more ambitious. The student uses course contents in order to meet the demand of commissioned specifications.

The tutored projects are monitored by one or several tutors and are assessed according to criteria known to students.

d. Professional and Personal Project (PPP)

The « PPP » topic must enable the student to carry out thorough work in order to find out precisely what jobs are available with this specialty and which skills and knowledge are required. It must lead him to questions regarding the compatibility between his short term or long term work expectations, his personal wishes, his

strengths and weaknesses. This will help him design a coherent study framework with the job(s) thought of. Furthermore the “PPP” aims to acquire guidance methods useful all lifelong.

The student must be in charge of this approach. He must build up his project taking into account his own real life experience. The techniques of insertion, occupational trainings and any educational aspects aiming at the professionalization of the students, can be mobilized on this occasion.

The « PPP » coefficient is 5 throughout the course

e. Educational choices, pedagogy with technology

During each semester of the DUT GACO, a “ Transversal Activity” module allows the linking of several modules. It is possible to organize or participate in Business Games, Management Simulations, creation challenges, and company visits, to mobilize speakers, to set up workshops.

Teaching staff are encouraged to use the latest systems, software packages and apps used in innovating organizations. Therefore the presentation and utilization of software packages specific to the organization departments (Logistics, HR, Marketing, Accountancy/Finance) are strongly advised. The same applies to the presentation, even the educational use of an ERP (Integrated Management software package) which finalizes the notion of global piloting. External Professionals can be essential in the direct contribution of the current practices, both in their processes and by the used tools.

f. Taking into account the current stakes in the economy

The DUT GACO National Pedagogical Program is keen to include the current and key stakes of the economy. Some topics are dealt with in dedicated modules and others are integrated in more general ones. Some points are addressed more particularly.

Entrepreneurship

A company creation and takeover module is proposed in S4. Module of synthesis for the DUT (TWO-YEAR TECHNICAL DEGREE) GACO, it is the opportunity for the student to participate in a real approach of a new business start-up project. He is made aware of the creation sense and of the methodological process which will enable him to take the path of success.

Over and above a dedicated module, the state of mind of the entrepreneur becomes an appreciated social skill with its pragmatism, enthusiasm and constant pursuit for value creation.

Standardisation

Included in the speciality modules, Standardisation is part a performance and global quality approach. Students are introduced to national and international standards in all Management aspects.

Economic Intelligence

The management and decision making in organisations require understanding the key notion of Economic Intelligence. The monitoring, information and influence protection themes are included in several modules

(Information Management, Business strategy) and a synthesis module is presented in the professional insertion path in Semester 4.

Sustainable development

The student is informed of the sustainability aspect sought after by the organisation he is part of. As an active member, he foresees to his best ability the impact of the decisions which he can make and identifies the strategic stakes. The sustainable development, through the seeking of performance associated with the social and ecological considerations, is approached in the whole of the modules of the course.

Project Management

Project management is a key aspect in the business success. Professionals to be are trained to technics using methods and tools. They are informed about the essential aspects: functional, technical, organisational, deadlines and costs.

Two specific modules are proposed: "Project Management " (Semester 1) and " Team Management : performance and conflict management " (semester 2)

Project Management is carried out over the 4 semesters. Transversal activities, business creation, tutored projects and work-placements are opportunities for students to be confronted with this topic.

Health and safety in the work place

In a quality approach, students are informed of specific health and safety at work issues in the Semester 2 module: "Team Management: performance and conflict management " (semester 2) and the Semester 3 module: " Labour relations law"

To put it into practice, students may enrol in a skill acquirement program in order to obtain an accreditation (First Aid certification , workplace first-aid representative) in S4 in the module " Technological strengthening "

g. General structure of the course

1620 hours organised as below:

Lecture:	380 Hours
Tutorial class:	740 hours
Practical class:	500 hours

(TD) (TUTORIAL CLASSES) correspond to groups of 28 students, practical class (TP) (PRACTICAL CLASSES) correspond to groups of 14.

The validation of the training course is carried out through continuous and regular assessment in each of the 4 semesters complying with the rules stated in the order of the 3rd August 2005.

The acquired diploma is the DUT (HND) ,University Technological diploma 3rd Level, equivalent to 120 ECTS (European Credits Transfer System) or 30 ECTS per validated semester

Distribution of classes (lectures, tutorials, practical classes)

	CM Lecture	TD Tutorial	TP Practical	Total hours	ECTS
semester 1	90 h	190 h	130 h	410 h	30
semester 2	90 h	190 h	150 h	430 h	30
semester 3	115 h	195 h	140 h	450 h	30
semester 4	85 h	165 h	80 h	330 h	30
Total hours	380 h	740 h	500 h	1620	120

Framework of transversals modules

	CM	TD	TP	Total
Communication and Expression	0	30	75	105
Foreign Language 1	0	40	80	120
PPP	0	10	60	70
Hourly volume / student	0	80	215	295