

Année universitaire 2024/2025

# Management et gestion des organisations Londres - 3e année de Licence

**Crédits ECTS : 60**

## PRÉ-REQUIS OBLIGATOIRES

- **Pour les candidates et candidats dauphinois** : L'accès à un ou deux semestre à Londres est automatique pour tout étudiant ayant validé sa 2ème année de licence et fait le choix de la mention gestion.
- **Pour les candidates et candidats extérieurs** : Les candidates et candidats sont sélectionnés en fonction de leurs résultats académiques.
- **Pour tous les candidates et candidats** : Le niveau linguistique nécessite une maîtrise totale de l'anglais à l'oral comme à l'écrit, les candidates et les candidats doivent justifier d'un niveau B2 à un test officiel de langue anglaise : IELTS SELT Consortium (British Council) ; IELTS Academic for UKVI ; LanguageCert : LanguageCert International ESOL SELT B2 (Listening, Reading, Writing, Speaking) ; Pearson : PTE Academic UKVI ; PSO Services (UK) Ltd : Skills for English.

**ATTENTION** : En tant qu'université française sur le territoire du Royaume-Uni, **seuls les étudiantes et les étudiants ressortissants des pays de l'Union européenne** peuvent s'inscrire au programme Londres.

## PROGRAMME DE LA FORMATION

- Semestre 5
  - Tronc commun semestre 5 (UE obligatoires)
    - Controlling and Managing Organizations
    - Marketing
    - Management Information System
    - Employment Law
    - Applied Statistics to Management
    - English and Communication
    - Current Issues in Sociology
    - Basics of Strategy
    - Soft Skills and Employability
  - Option semestre 5 (1 UE à choisir)
    - Second Foreign Language
- Semestre 6
  - Tronc commun semestre 6 (UE obligatoires)
    - Accounting and Financial reporting
    - Corporate Finance
    - Business Law
    - Economic Aspects of Globalization
    - English and Communication
    - Human Resources Management
    - Corporate Tax Law

- Soft Skills and Employability
- Option semestre 6 (1 UE à choisir)
- Financial Mathematics
- Second Foreign Language

## DESCRIPTION DE CHAQUE ENSEIGNEMENT

### Accounting and Financial reporting

**ECTS** : 4

**Volume horaire** : 36

#### Description du contenu de l'enseignement :

The aims of this module is to:

- Prepare double entry accounts up to trial balance
- Explain the system of recording financial transactions;
- Explain and carry out the main accounting concepts and adjustments;
- Prepare the financial statements for a single entity.
- To provide an understanding of the accounting standard setting process
- To provide an introduction to the various regulatory bodies that currently exist and the existing regulatory framework
- To introduce the range of international accounting standards currently in issue
- To introduce students to key issues in the preparation of group financial statements
- To provide an understanding of how the presentation of group financial statements are regulated by companies acts and accounting standards
- Read and interpret the documents according to specific accounting standards (French and IFRS)

#### Compétence à acquérir :

By the end of this module, students will have demonstrated:

1. Prepare accounting entries using double entry bookkeeping; (KCPT)
2. Prepare the Income Statement and the Statement of Financial Position from a Trial Balance; (KCPT)
3. Prepare the Cash Flow Statement; (KCPT)
4. Prepare consolidated balance sheet for listed companies ; (KCPT)
5. Prepare consolidated income statements for listed companies ; (KCPT)
6. Apply IFRS in the preparation of the above Financial Statements ; (KCPT)
7. Critically evaluate the purpose and objectives of the regulatory bodies and the regulatory framework. (KCPT)

### Applied Statistics to Management

**ECTS** : 3

**Volume horaire** : 27

#### Description du contenu de l'enseignement :

##### Course Overview

Introduction to statistical tools used to summarize and analyze a set of data, to the fundamental concepts of probability and the laws of probability. Presentation of statistical inference concepts: sampling, parameter estimation and hypothesis testing. Introduction to simple linear regression.

##### Course Chronology

##### A . Probabilities

##### I. Basic concepts

1. Random experience and events
2. Definition of a probability

3. Conditional probabilities
4. Bayes formula
5. Independence
6. Combinations and arrangements

## II. Random variables

1. Discrete random variables
2. Continuous random variables
3. Approximations

## III. Two-dimensional random variables

1. Independence
2. Covariance
3. Properties of expected value and variance

## B. Statistical inference

1. Sampling theory
2. Statistical estimation
  - a) Point estimation
  - b) Confidence interval estimation
3. Hypothesis testing

### Compétence à acquérir :

Gain various basic concepts and strategic tools used in the Science of Management. Develop, through a variety of applications based principally in the domain of management, the capacity to interpret and analyze quantitative data.

### Mode de contrôle des connaissances :

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|--------------|-----|
| • Midterm    | 50% |
| • Final Exam | 50% |

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## Basics of Strategy

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## Business Law

**ECTS** : 2

**Volume horaire** : 27

### Description du contenu de l'enseignement :

This unit aims to give an overview of the principles of French business law (including French company law, commercial law, competition law and consumer law). This unit also aims to develop the students' analytical skills and legal reasoning in English.

### Compétence à acquérir :

By the end of this module, students will have demonstrated:

#### Knowledge

1. General principles of French company law (e.g. limited liability, functions of different officers, corporate veil, criminal and civil liability, articles of incorporation and shareholder agreements);
2. Understanding the functions and advantages of different corporate structures (*société anonyme, société par action simplifiée, société à responsabilité limitée*);
3. The law and principles applicable to French commercial leases;
4. The law and principles applicable to *fonds de commerce* (business property);
5. Principles of French and European competition law;
6. Principles of consumer law;
7. General understanding of legal framework applicable to business in France and related current affairs.

#### Skills

1. Legal analysis;
2. Legal research;

3. Argumentative skills;
4. Public speaking;
5. Drafting skills.

#### Values and Attitudes

1. Readiness to develop both sides of an argument;
2. Independent, inquisitive thinking;
3. Interest and participation in class.

#### Mode de contrôle des connaissances :

##### Grading Criteria

Mid-term MCQ	25%
Presentations	20%
Final Exam	50%
Participation	5%

#### Bibliographie, lectures recommandées :

- S. Piedelièvre, *Droit commercial*, 11th ed., Dalloz, pp. 418, €27, £22.51
- D. Legeais, *Droit commercial et des affaires*, 24th ed., Sirey Université, pp. 694
- G. Decocq, *Droit commercial*, 8th ed., Dalloz, pp. 479, €33
- Dalloz website ([www.dalloz.fr](http://www.dalloz.fr)) : *Répertoire de droit commercial*. Access: Documentation/Fiches d'orientation or Encyclopédie/ Répertoire de droit commercial or Codes

## Controlling and Managing Organizations

ECTS : 4

Volume horaire : 36

#### Description du contenu de l'enseignement :

This course builds on managerial accounting foundations, as well as introduces the key concepts, tools, and principles of strategy formulation and competitive analysis. It is concerned with managerial decisions and actions that affect the performance and survival of business enterprises. The course is focused on the information, analyses, organizational processes, and skills and business judgment managers must use to devise strategies, position their businesses, define firm boundaries and maximize long-term profits.

Strategic Managerial accounting is an integrative and interdisciplinary course. It assumes a broad view of the environment that includes buyers, suppliers, competitors, and global forces. In studying strategy, the course draws together and builds on all the ideas, concepts, and theories from your functional courses such as Accounting, Economics, Finance, Marketing, Organizational Behavior, and Statistics.

#### Mode de contrôle des connaissances :

- Oral participation and presentation (20%)
- Mid-term exam (30%)
- Final exam (50%)

#### Bibliographie, lectures recommandées :

- O. Saulpic, F. Giraud, G. Naulleau, M-H. Delmond, *Management Control and Performance Processes*, Gualino editeur
- C.T. Horngren, *Introduction to management accounting* (Prentice-Hall series in accounting)
- H. Bouquin, *Comptabilité de gestion*, Paris, éconómica, 2008, 5e édition.
- N. Berland, Y. De Rongé. *Contrôle de gestion. Perspectives managériales et stratégiques*. Paris, Pearson, 2010.

## Corporate Finance

ECTS : 6

Volume horaire : 54

#### Description du contenu de l'enseignement :

The purpose of the course is to introduce students to financial decision-making that should constitute the general background of any manager.

- 1) Financial statement analysis and financial diagnosis

2) Valuation in finance (Time Value of Money), sources and uses of funds, MPT and CAPM, value and value creation, financial decision making (investment);

3) Financial Markets, Options and Risk Management

**Compétence à acquérir :**

The objective of the course is to introduce undergraduates to tools and basic techniques of financial decisions. With this perspective in mind, the course is the answer to two major concerns. First, it is the basis of the professional specialization the students need to undertake a master in Finance. This course aims at supplying the students with basic financial knowledge so that they can effectively assimilate the various classes necessary for a master specialization. Secondly, this course ensures that the undergraduate who choose another specialization will have a vision of all financial techniques and will make the most of the only finance class in their curricula.

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## Corporate Tax Law

**ECTS :** 3

**Volume horaire :** 27

**Description du contenu de l'enseignement :**

This unit provides the students with the basics of taxation and particularly French tax law for both companies and individuals.

**Compétence à acquérir :**

By the end of this module, students will have demonstrated the ability:

**Knowledge**

1. To explain the main challenges and concepts of taxation.
2. To describe and synthesize the key rules of French tax law for both companies and individuals.
3. To apply those rules to solve concrete cases.

**Skills**

4. To identify tax issues in complex cases.
5. To understand and critically engage on complex tax debates and evolutions.
6. To prepare and deliver presentations and communicate on complex tax topics.

**Values and Attitudes**

7. To link tax with other areas, particularly accounting, economics and politics.
8. To collaborate to produce teamworks on tax topics.

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## Current Issues in Sociology

**ECTS :** 4

**Volume horaire :** 27

**Description du contenu de l'enseignement :**

This course will provide students with a critical understanding of some of the key theoretical debates underpinning sociology. It will explore sociological considerations of the issue of 'free will'. The key issue of human agency will be addressed within those theories that explain social privileges and inequalities. Through discussion, individual and group tasks, participants should be able to demonstrate the different levels of complexities involved in using theory to interpret the social world.

Students will be challenged to apply in-depth analysis to case studies. This will take place through the investigation of different social intricacies within the fields of education, the world of work and global citizenship. Furthermore, the unit's discussion of the nature of sociology provides a critique for the scientific basis of this subject. The insights from this critique will prepare and therefore expect learners to engage with sociological concerns at a higher level thinking. This should be demonstrated by their ability to work with abstract theories that deconstruct assumptions about westernisation and progress. Furthermore, this course will enable learners to practically apply sociological insights, within the world of work, with professional competence.

**Compétence à acquérir :**

By the end of this module, students should demonstrate:

**Knowledge**

1. Critical understanding of modern, post and late modern sociological debates
2. Clear understanding of how the issue of 'free will' is expressed in theory, research methods, scientific debates and post-structural discourses
3. Critical grasp of how privilege, inequity and oppression are expressed in local and global contexts.

4. A confident grasp of the enquiries that undermine the scientific basis of the sociological enterprise.

#### **Skills**

5. The ability to meet deadlines that require the management of complex sociological theories, case studies and activities.

6. Multi-level critical evaluation skills that reflect confidence in interpreting and communicating (written or verbal) difficult sociological arguments.

7. The ability to interpret competing sociological perspectives to produce a coherent line of reasoning

#### **Values and Attitudes**

8. Appreciation of diverse perspectives

9. Academic objectivity capable of incorporating relevant sociological considerations of 'taken for granted' discourses on identities, social realities and truth.

#### **Mode de contrôle des connaissances :**

#### **Grade Weighting**

Participation & Engagement (10%)

Mid-Term Case Study Exam (25%)

Group Presentation & Report (15%)

Final Exam in January (50%)

#### **Bibliographie, lectures recommandées :**

#### **Core Text Book**

*Armstrong's Handbook of Human Resource Management Practice, 11th Edition, Kogan Press, London.*

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## **Economic Aspects of Globalization**

**ECTS : 3**

**Volume horaire : 24**

#### **Description du contenu de l'enseignement :**

The course aims at providing an exploration of the fundamental economic theories which describe/explain the phenomenon of globalization and its consequences.

#### **Compétence à acquérir :**

By the end of this module, students will have demonstrated:

#### **Knowledge**

1. An ability to define the concept of globalization, and to describe its different characteristics.

2. An ability to describe the different stages of globalization and its economic implications, issues and challenges.

3. An ability to understand the different classic/neoclassic economic theories (such as Ricardo, HOS etc.) related to globalization and to determine to what extent these theories could shed a light on this phenomenon.

4. An ability to understand the different modern theory of globalization which focus on other key aspect (such as innovation, economy of scales, differentiation of goods, FDIs).

5. An ability to analyse the economic consequences of free trades versus protectionism.

#### **Skills**

6. An ability to resolve mathematically and/or graphically exercises related to the different theories presented in class.

7. An ability to determine the link (and their limits) between theories studied in class and the different aspect of globalisation.

8. An ability to determine mathematically and graphically (1) a partial equilibrium (2) surpluses (or change in surpluses) of each economic agents and (3) deadweight-losses and how they evolve in situation of autarky and in situation of free trade.

9. An ability to use and adapt economic concepts studied in class on new topics, situations, contexts.

10. An ability to follow the evolution of the financial markets throughout the semester and to be able to link these markets movements to macroeconomics concepts.

#### **Values and Attitudes**

11. An ability to take responsibility for their studies in and outside of class and to be proactive and take initiative for further individual development.

12. An ability to work effectively, and appropriately with others in class.

#### **Mode de contrôle des connaissances :**

50% Final Exam + 50% Continuous Assessment.

#### **Bibliographie, lectures recommandées :**

- **Bernard Guillochon, Annie Kawecki, Baptiste Venet et Frédéric Peltrault (2016), *Économie internationale*, 8ème édition, Dunod**
- **Mouhoub El Mouhoud (2017), *Mondialisation et délocalisation des entreprises*, 5ème édition, Coll. Repères, La Découverte**
- **Krugman, P., M. Obstfeld et M. Melitz (2015), *International Economics*, 11th edition, Pearson.**

## Employment Law

ECTS : 2

Volume horaire : 30

Description du contenu de l'enseignement :

### Module Aims

The purpose of the unit is to introduce the major areas of employment legislation and the employment law system to those studying Management Science. The unit is intended to provide an overview, rather than focus in detail on the operation of specific employment laws for those who need to understand and be able to evaluate emerging developments in the management of the employment relationship.

### Learning Outcomes

By the end of this module, students will be able to:

#### Knowledge

1. Demonstrate an in-depth understanding of the **purpose of employment regulation and the way it is enforced in practice**.
2. Demonstrate a critical understanding of the **legal regulatory background**; national, regional and international instruments.
3. Demonstrate a broad and in-depth understanding of the importance of compliance and managerial support for HR function.
4. Demonstrate a broad and in-depth understanding of **equality, human rights, non-discrimination regulation as inputs**.
5. Demonstrate a critical understanding of understanding **risk of exposure to sanction** including the international dimension: **reputational and legal**.
6. Independently **select, critically evaluate and interpret a broad range of legal research** material from a range of legal sources and synthesise material from different types of legal sources for use in assignments to **develop structured and sophisticated arguments in writing**.
7. clearly and critically analyse, synthesise, structure and communicate ideas effectively orally.
8. **Critically assess legal problems**, scholarly debates, concepts in Employment Law and clearly and coherently and draw innovative conclusions on a broad range of specific legal problems.
9. Lead **collaborative teamwork** towards a common goal and reflect on their own contributions and impact as a leader.

#### Values

10. respect and apply advanced academic and professional conventions and act with academic and professional integrity.

### Compétence à acquérir :

#### Law Subject benchmark

- intellectual independence, including the ability to **ask and answer cogent questions** about law and legal systems, identify **gaps** in their own knowledge and acquire new knowledge, and engage in **critical analysis and evaluation**
- self-management, including an ability to reflect on their own learning, **make effective use of feedback**, a willingness to acknowledge and correct errors and an ability to **work collaboratively**
- awareness of principles and values of law and justice, and of ethics
- knowledge and understanding of **theories, concepts, values, principles and rules of public and private laws** within an institutional, social, national and global context
- study in depth and context of substantive areas of law
- ability to conduct **self-directed research**, including accurate identification of issue(s) which require researching, retrieval and evaluation of accurate, current and relevant information from a range of appropriate sources, including primary legal sources
- ability to **work with a range of data**, including textual, numerical and statistical
- ability to recognise **ambiguity** and deal with **uncertainty** in law
- ability to produce a synthesis of relevant doctrinal and policy issues, presentation of a **reasoned choice between alternative solutions** and critical judgement of the merits of particular arguments

- ability to apply knowledge and understanding to offer **evidenced conclusions**, addressing complex actual or hypothetical problems
- ability to communicate both orally and in writing, in relation to legal matters, including an ability to **listen and respond to written and oral stimuli**, including questions and instructions
- engagement with their own personal and professional development, and academic integrity.

#### **Mode de contrôle des connaissances :**

Students are to prepare each session individually, going through the slides provided and a short mandatory reading list in bold AND in group, with questions allocated to each group which will be presented in reasoned answers to the rest of the class during the session.

This module draws on a wide range of teaching and learning strategies to help students develop appropriate cognitive and language skills:

- Supervised independent study
- Work and discussions in pairs and groups
- Peer work sessions
- Research activities
- Quizzes
- Staff-guided and student guided discussions
- Essay writing
- Activities to extract the key points and arguments from academic points
- Formal presentations, including a mock trial at the end of term
- Informal summary presentations of break-out group work .

#### **Assessment**

Students will receive oral and written feedback on class activities and homework. The continuous assessment counts for 50%. It consists of in-class participation and contributions (20%) and a mid-term test (30%). The final examination counts for 50% of the final module grade - students are required to sit a 2 hour exam.

## English and Communication

**ECTS : 3**

**Volume horaire : 27**

## English and Communication

**ECTS : 2**

**Volume horaire : 30**

## Financial Mathematics

**ECTS : 3**

**Volume horaire : 18**

#### **Description du contenu de l'enseignement :**

This course is designed as a first introduction to the mathematics used in finance. Starting from basic concepts such as interest rates, compounding, discounting, time value of money, NPV, the various lectures will expose the students to a whole range of financial instruments and their pricing, including annuity, loans with an added special focus on the fixed income world from a “markets practitioner’s perspective” towards the end of the course. By which time, the aim will be for them to be familiar with the pricing and risk management of bonds, forward rates agreements and other simple derivatives.

#### **Compétence à acquérir :**

By the end of this module, students will have demonstrated:

##### **Knowledge**

1. Understanding of the “time value of money” concept
2. Understanding of the concept of interest rates compounding
3. Knowledge of the different types of loans
4. Ease with use of NPV for project finance applications
5. Basic knowledge of bonds market/risk management tools

##### **Skills**



6. Ability to calculate equivalent interest rates
7. Ability to perform calculations on loans.
8. Relative ease with bonds math

#### **Values and Attitudes**

8. Rigor in mathematical reasoning
9. Willingness to understand the implications of the concepts at play

#### **Bibliographie, lectures recommandées :**

- Devolder, Fox et Vaguener, Mathématiques financières, 2e édition, Pearson Education
- Schaum's Outline of Mathematics of Finance, Second Edition

## Human Resources Management

**ECTS : 4**

**Volume horaire : 36**

#### **Description du contenu de l'enseignement :**

The module aims to provide students with a comprehensive introduction to the key aspects of human resources management. By completing the module, students will understand the development of HRM over time in modern organisation, what has changed over time and what core elements in recruiting, retaining and rewarding staff have remained universal. Students will learn relevant theory regarding the operational aspects of HRM as well as the role of a strategic elements in creating a successful HRM to leverage full employee engagement, which in turn can increase productivity, profits and employee satisfaction. Students will reference a key textbook throughout, also make use of key case studies, using the current press to learn about the dynamic topic of HRM, both nationally and internationally. The module offers students a grounding in the key drivers to successful organisations, through the correct management of the people working within them.

#### **Compétence à acquérir :**

By the end of this module, students will have be able to:

##### **Knowledge**

1. Demonstrate a thorough understanding of the key functions of HRM and critically evaluate the implications of HRM for an organisation's success
2. Identify key contemporary HRM challenges and critically evaluate potential HRM solutions
3. Understand the merits of a strategic approach to HRM and talent management and demonstrate their impact on an organisation.

##### **Skills**

5. Critically analyse relevant theory and apply to real HRM case studiess to solve complex problems.
6. Create arguments to substantiate your debates on HRM practice in different world regions.
7. Reflect on HRM's changes over time and undertake independent research in an audio-visual form to present to the group for knowledge share on a current HRM issue.

##### **Values and Attitudes**

8. Engaging with your studies in and outside of the classroom, and taking responsibility for your learning and development by a proactive approach.
9. Developing a professional approach to your learning, working effectively with your classmates in any group work and demonstrating respect for others opinions.

#### **Mode de contrôle des connaissances :**

##### **Grading Criteria**

Research (case studies classes)	20%
Case studies classes participation	20%
Final Exam	50%
Course classes Participation	10%

#### **Bibliographie, lectures recommandées :**

##### **Main reading:**

- Johnson, G., Whittington, R., Scholes, K., Angwin, D. & Regnér, P. (2017), *Exploring Strategy*, 11th ed. Pearson.

## Management Information System

**ECTS : 2**

**Volume horaire : 27**

**Compétence à acquérir :**

### **Knowledge**

1. The critical knowledge of information systems
2. Knowledge of differences and similarities between various types of information systems
3. Reflective knowledge of the importance of information systems

### **Skills**

4. The ability to present an argument to recommend a specific type of information system.
5. Analysis of the requirements of the organization and identify the suitable type of information system.
6. The ability to understand the correlation between databases and information system.
7. The ability to understand the importance of securing information system.
8. Presentation of a coherent argument to recommend various means of securing information systems.
9. The ability to design and plan the analysis of a given case
10. The ability to critically analyse the given data and conclude with relevant suggestions based on the given problem.
11. The ability to research the various new security tools available in the industry.

### **Values and Attitudes**

12. Plan and structure the work in relevance to the objective of the task
13. Be open-minded to various approaches towards a given problem case and its corresponding solutions.

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## **Marketing**

**ECTS : 6**

**Volume horaire : 45**

### **Description du contenu de l'enseignement :**

This unit will provide the students with an opportunity to discover, explore and master the fundamental concepts of Marketing in order to develop a foundational knowledge of the discipline and gain an overview of all its various elements.

### **Compétence à acquérir :**

By the end of this module, students will have demonstrated:

#### Knowledge

1. an understanding of the basic principles of Marketing including its key concepts and processes.
2. a thorough understanding of the fundamentals of Marketing Research and Consumer Knowledge, Marketing Strategy and Marketing Mix that can be directly applied to situations in the retail environment as well as the workplace.
3. an understanding of the main tools currently used in organisations to efficiently manage brands in the long term.

#### Skills

4. an ability to thoroughly analyse a brand or a business including its market environment (internal & external), its consumer needs and its current marketing strategy and positioning.
5. an ability to develop and recommend realistic, sound and efficient marketing actions to address its challenges and enhance the brand's current positioning.
6. the necessary skills to make relevant marketing decisions under time and competition pressure working in and influencing a team.

#### Values and Attitudes

7. an ability to differentiate and engage in ethical practices in marketing.
8. the ability to work in a team over the course of the term, recognising and respecting other's ways of working and culture.
9. an ability to put forward straight-to-the-point, well-researched, relevant and well-articulated arguments to demonstrate a

marketing mindset.

### **Mode de contrôle des connaissances :**

The course evaluation will be based on:

1. An in-class individual exam (50%, during exam week) to evaluate the student's understanding of all concepts covered in the sessions from the beginning of the term, including insights from readings. This exam will be based on a couple of articles presenting a current brand or business situation, asking students to explain key concepts and apply their understanding to this specific brand.
2. A Marketing Project (25%): an opportunity to analyse a company's current market environment, and current marketing strategy as well as an in-depth analysis of all the mix elements to then define and present value-adding recommendations to improve the brand positioning.
3. A Simulation Game (15%) played over the course of a day and facilitated by the lecturer to give students opportunities to make marketing strategic decisions and reflect on their impact on the business results in the market in the short/long term.
4. Individual mid-term oral evaluation (10%) to allow students to assess their knowledge intake and highlight any specific gap in preparation for the end-of-year exam.

### **Bibliographie, lectures recommandées :**

#### **Core Sources**

*Kotler, Armstrong, Harris & He (2019). Principles of Marketing*, European or Global Edition. Pearson Education

Dauphine Library: 9781292269610 [Link to selection page](#).

*Russell, E. (2010). The fundamentals of Marketing*. AVA Publishing

Dauphine Library: AN 295737. [Direct link here](#).

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## Second Foreign Language

**ECTS : 3**

### **Description du contenu de l'enseignement :**

One second foreign Language to choose at UCL : German, Spanish, Italian, Mandarin, Arabic, Portuguese

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## Soft Skills and Employability

**ECTS : 3**

**Volume horaire : 4.5**

### **Description du contenu de l'enseignement :**

Soft Skills and Employability (equivalent of the Pre-professionalisation Module in Paris) aims at supporting student's reflections about their studies and professional projects in connection with their personal life while growing as individuals, learning how to interact with others and collaborate.

During the third year, this Module aims at supporting the next active step towards entering the professional life. It gives practical tools so that students can feel confident to move forward. Its main general objective is to help each student start the process of finding his/her place in the working society and envisioning him/herself working happily and contributing to the world.

### **Compétence à acquérir :**

By the end of this module, students will have improved in the following areas:

#### **Knowledge**

By the end of this module, students will have demonstrated:

1. detailed knowledge of the challenges and opportunities of today's work environment in the Covid19 context
2. complex knowledge of how Human Resources look at personal profiles online
3. in-depth knowledge of what makes a good CV

#### **Skills**

By the end of this module, students will be able to:

4. Reflect on the past years and to design career goals for the coming year(s)
5. Stand out from the crowd in a digital word and select information they display online
6. Recognise key soft skills for an international career
7. Write applications for jobs
8. Identify their qualities/abilities/values/failings and illustrate them

**Values and Attitudes**

By the end of this module, students will have demonstrated a commitment to:

- 9. Respect each other and oneself
  - 10. Openness to others' values/thoughts without judgement or criticism
  - 11. Being courageous to speak openly and truly about oneself without pretending
  - 12. Expressing one's unique personality and opinions even if others think differently
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