



# Postgraduate Diploma Business Software

» Modality: online

» Duration: 6 months

» Certificate: TECH Technological University

» Dedication: 16h/week

» Schedule: at your own pace

» Exams: online

Website: www.techtitute.com/in/information-technology/postgraduate-diploma/postgraduate-diploma-business-software

# Index

 $\begin{array}{c|c}
\hline
01 & 02 \\
\hline
Introduction & Objectives \\
\hline
03 & 04 & 05 \\
\hline
Structure and Content & Methodology & Certificate \\
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p. 12 & p. 26 \\
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# 01 Introduction

With this complete TECH program, the professional will learn the essential concepts of management, leadership, company control and, in general, the different business organization strategies. In this way, you will expand your knowledge in Enterprise Software in a practical and rigorous way, thanks to its online modality.

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# tech 06 | Introduction

This program is aimed at those interested in attaining a higher level of knowledge in software in The Company. The main objective of this Postgraduate Diploma is for students to specialize their knowledge in simulated work environments and conditions in a rigorous and realistic manner so that they can later apply it in the real world.

This program will prepare scientifically and technologically, as well as to develop the professional practice of software engineering, with a transversal and versatile approach adapted to the new technologies and innovations in this field. Students will gain extensive knowledge in Software of The Company from professionals in the field.

The students will be able to take the opportunity and study this program in a 100% online format, without neglecting their obligations. You should up to date your knowledge and get your University Expert degree to continue growing personally and professionally.

This **Postgraduate Diploma in Business Software** contains the most complete and up-to-date program on the market. The most important features include:

- 100 simulated scenarios presented by experts in software in The Company
- Software in The graphic, schematic and practical contents with which they are conceived, provide scientific and practical information on Companies
- News on the latest developments in Business Software Science
- It contains practical exercises where the self-assessment process can be carried out to improve learning
- Interactive learning system based on the case method and its application to real practice
- All of this will be complemented by theoretical lessons, questions to the expert, debate forums on controversial topics, and individual reflection assignments
- Content that is accessible from any fixed or portable device with an Internet connection



Learn the latests techniques and strategies with this program and achieve the sucess as an IT Engineer"



It includes in its teaching staff professionals belonging to the field of education, who bring to this program their work experience, in addition to recognized specialists belonging to reference societies and prestigious universities.

Thanks to its multimedia content developed with the latest educational technology, they will allow the professional a situated and contextual learning, that is to say, a simulated environment that will provide an immersive learning programmed to prepare in real situations.

The program design is based on Problem-Based Learning, through which teachers must try to solve the different professional practice situations that arise throughout the course. To do so, the professional will be assisted by an innovative, interactive video system created by renowned experts in software in The Company with extensive teaching experience.

Take advantage of the latest educational technology to update in software on The Company from the confort of your home.

Learn about the latest techniques in Human Business Software from experts in the field.









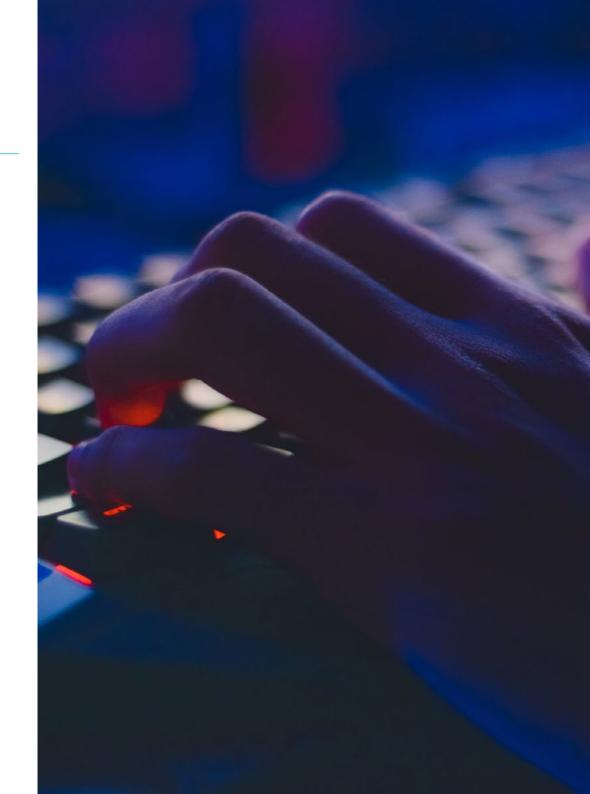
# tech 10 | Objectives



# **General Objectives**

- Prepare scientifically and technologically, as well as to develop the professional practice of software engineering, with a transversal and versatile approach adapted to the new technologies and innovations in this field
- Obtain wide knowledge in the field of computer engineering, structure of computers and in Human-Computer Interaction including the mathematical, statistical and physical basis which is essential in engineering







#### **Specific Objectives**

- To lay the groundwork for the fundamentals of the company and the different types of business partnerships
- will learn the essential concepts of management, leadership, company control and, in general, the different business organization strategies
- Assimilate the concepts of supply and demand, as well as their analysis and market equilibrium
- To know the different systems of remuneration and business costs, as well as the basic concepts of financial management, the methods of investment evaluation and the different sources of company financing
- Acquire the knowledge for human resources management and production management in the company
- Learn the essential concepts of Marketing in the business world
- Understand the environment of a business organization and the type of leaders that emerging companies need
- Understanding the management of talent in organizations and the art of managing people

- Learn the basics of communication and leadership in a company
- Assimilate the strategies of successful team leadership, as well as the importance of the concepts of leading, communicating and commitment
- Learning to manage feelings in teams within a business organization
- Know the fundamental concepts of project management and the project management life cycle
- Understand the different stages of project management such as initiation, planning, stakeholder management and scoping
- Learning schedule development for time management, budget development and risk response
- Understand how quality management works in projects, including planning, assurance, control, statistical concepts and available tools
- Understand the functioning of the processes of procurement, execution, monitoring, control and closure of a project
- Acquire the essential knowledge related to the professional responsibility derived from project management





# tech 14 | Structure and Content

#### Module 1. Fundamentals of Company

- 1.1. Basic concepts of business fundamentals and types of companies
  - 1.1.1. Basic premises on the concept of the company: characteristics of the company
  - 1.1.2. Criteria for the Classification of Companies
  - 1.1.3. Economic Systems and the The Company Economy
  - 1.1.4. Theories about the Company. The company system and the entrepreneur
  - 1.1.5. The individual company
  - 1.1.6. Social Enterprises
  - 1.1.7. The virtual company
- 1.2. Management, leadership and control in the company
  - 1.2.1. Management concept and management levels
  - 1.2.2. Company Planning
  - 1.2.3. Organizational function
  - 1.2.4. Company Leadership
  - 1.2.5. Organizational function
- 1.3. Company organization, SWOT analysis and business strategies
  - 1.3.1. Formal organization
  - 1.3.2. Types of Organizational Structures
  - 1.3.3. Informal Organization
  - 1.3.4. SWOT Analysis
  - 1.3.5. The formulation of business strategies
- 1.4. Supply and Demand
  - 1.4.1. Price and market mechanism
  - 1.4.2. Demand Analysis
  - 1.4.3. Supply Analysis
  - 1.4.4. Market Balance
  - 1.4.5. Elastic
- 1.5. La Human Resources Management
  - 1.5.1. Objectives, activities and human resources planning process
  - 1.5.2. Recruitment and Selection
  - 1.5.3. Training
  - 1.5.4 Assessment and Remuneration

- 1.6. Remuneration systems and business costs
  - 1.6.1. Salary and conditions to be met
  - 1.6.2. Wage systems
  - 1.6.3. Wages with individual and collective bonuses
  - 1.6.4. Basic preliminary concepts
  - 1.6.5. Types of costs and associated concepts
  - 1.6.6. Cost Curve
- .7. Basic concepts of financial management and investment appraisal methods
  - 1.7.1. The balance sheet
  - 1.7.2. The share price and the factors on which it depends
  - 1.7.3. Financial decisions
  - 1.7.4. Other Concepts Basic Concepts
  - 1.7.5. Types of investments and key variables to consider
  - 1.7.6. Evaluation Methods
- 1.8. Sources of Financing of the Company
  - 1.8.1. Concept and sources of financing by type of assets
  - 1.8.2. Financing of current assets
  - 1.8.3. La Medium and Long-Term Financing
  - 1.8.4. Self-financing
- 1.9. Communications Management
  - .9.1. Basic concepts of Production: Production Management
  - 1.9.2. Main variables: cost, productivity and quality
  - 1.9.3. Amortization
- 1.10. Marketing
  - 1.10.1. Basic Concepts
  - 1.10.2. Marketing Elements
  - 1.10.3. Commercial Research
  - 1.10.4. The 4 P's of Marketing
  - 1.10.5. Marketing Plan

#### Module 2. Communication and Leadership

- 2.1. Today's environment: The leader that emerging companies need.
  - 2.1.1. An organization in permanent transformation
  - 2.1.2. The demands of new work contexts
  - 2.1.3. Management of People
- 2.2. Talent management in organizations
  - 2.2.1. Management activities
  - 2.2.2. The leader's responsibilities
- 2.3. The art of managing people. Shared leadership
  - 2.3.1. Create a team. Empowered talent
  - 2.3.2. Working on cohesion
  - 2.3.3. The leader's master formula: power and authority
- 2.4. Communication, the basis of leadership I
  - 2.4.1. communicate to Create Value
  - 2.4.2. Communication and perception
- 2.5. Communication, the basis of leadership II
  - 2.5.1. The Communicative Process
  - 2.5.2. It is Impossible Not To Communicate
- 2.6. Leadership, communication and commitment I
  - 2.6.1. Dimensions of Organisation
  - 2.6.2. Decision-making criteria in communication
- 2.7. Leadership, communication and commitment II
  - 2.7.1. The communicative how, what for and why
  - 2.7.2. A piece of advice: lead with emotion, but never excited.
- 2.8. Leadership in successful teams
  - 2.8.1. Teamwork: a competitive advantage
  - 2.8.2. Definition of equipment
  - 2.8.3. Building team performance
- 2.9. Feelings in teams I
  - 2.9.1. Tools for intelligent team management in organizations
  - 2.9.2. Positive thinking
- 2.10. Feelings in teams II
  - 2.10.1. Vision for the Future
  - 2.10.2. Manage values
  - 2.10.3. Provide confidence

#### Module 3. Project Management

- 3.1. Fundamental Concepts of Project Management and the Project Management Lifecycle
  - 3.1.1. What is a Project?
  - 3.1.2. Common Methodology
  - 3.1.3. What is Project Management?
  - 3.1.4. What is a Project Plan?
  - 3.1.5. Benefits
  - 3.1.6. Project Life Cycle
  - 3.1.7. Process Groups or Project Management Life Cycle
  - 3.1.8. The Relationship between Process Groups and Knowledge Areas
  - 3.1.9. Relationships between Product and Project Life Cycle
- 3.2. Start-Up and Planning
  - 3.2.1. From the Idea to the Project
  - 3.2.2. Development of the Project Record
  - 3.2.3. Project Kick-Off Meeting
  - 3.2.4. Tasks, Knowledge and Skills in the Startup Process
  - 3.2.5. The Project Plan
  - 3.2.6. Development of the Basic Plan. Steps
  - 3.2.7. Tasks, Knowledge and Skills in the Planning Process
- 3.3. Stakeholders and Outreach Management
  - 3.3.1. Identify Stakeholders
  - 3.3.2. Develop Plan for Stakeholder Management
  - 3.3.3. Manage Stakeholder Engagement
  - 3.3.4. Control Stakeholder Engagement
  - 3.3.5. The Objective of the Project
  - 3.3.6. Scope Management and its Plan
  - 3.3.7. Gathering Requirements
  - 3.3.8. Define the Scope Statement
  - 3.3.9. Create the WBS
    - March 03, 2010) Verify and Control the Scope

# tech 16 | Structure and Content

3.4.	The	Develop	oment	of the	Time-Schedu	ıle
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- 3.4.1. Time Management and its Plan
- 3.4.2. Define Activities
- 3.4.3. Establishment of the Sequence of Activities
- 3.4.4. Estimated Resources for Activities
- 3.4.5. Estimated Duration of Activities
- 3.4.6. Development of the Time-Schedule and Calculation of the Critical Path
- 3.4.7. Schedule Control

#### 3.5. Budget Development and Risk Response

- 3.5.1. Estimate Costs
- 3.5.2. Develop Budget and S-Curve
- 3.5.3. Cost Control and Earned Value Method
- 3.5.4. Risk Concepts
- 3.5.5. How to Perform a Risk Analysis
- 3.5.6. The Development of the Response Plan

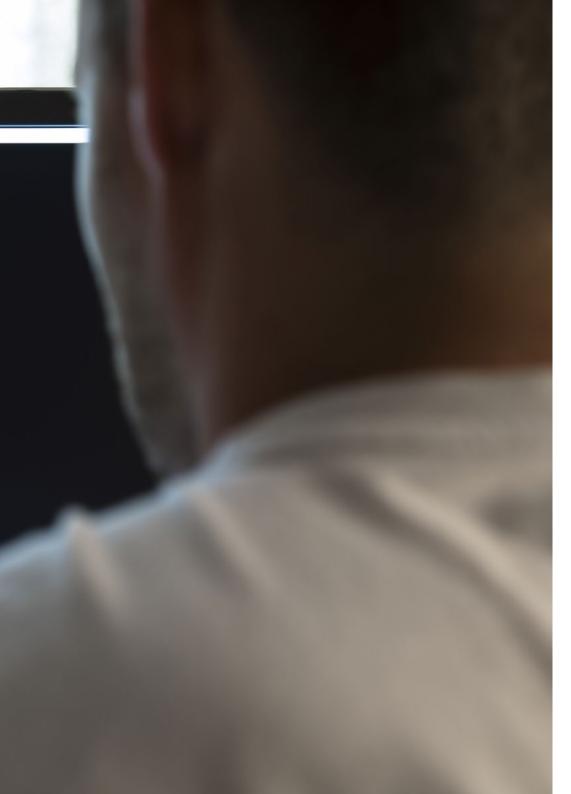
#### 3.6. Quality Management

- 3.6.1. Quality Planning
- 3.6.2. Assuring Quality
- 3.6.3. Quality Control
- 3.6.4. Basic Statistical Concepts
- 3.6.5. Quality Management Tools

#### 3.7. Communication and Human Resources

- 3.7.1. Planning Communications Management
- 3.7.2. Communications Requirements Analysis
- 3.7.3. Communication Technology
- 3.7.4. Communication Models
- 3.7.5. Communication Methods
- 3.7.6. Communications Management Plan
- 3.7.7. Manage Communications
- 3.7.8. Management of Human Resources
- 3.7.9. Main Stakeholders and their Roles in the Projects
- 3.7.10 Types of Organization
- 3.7.11 Project Organization
- 3.7.12 The Work Equipment

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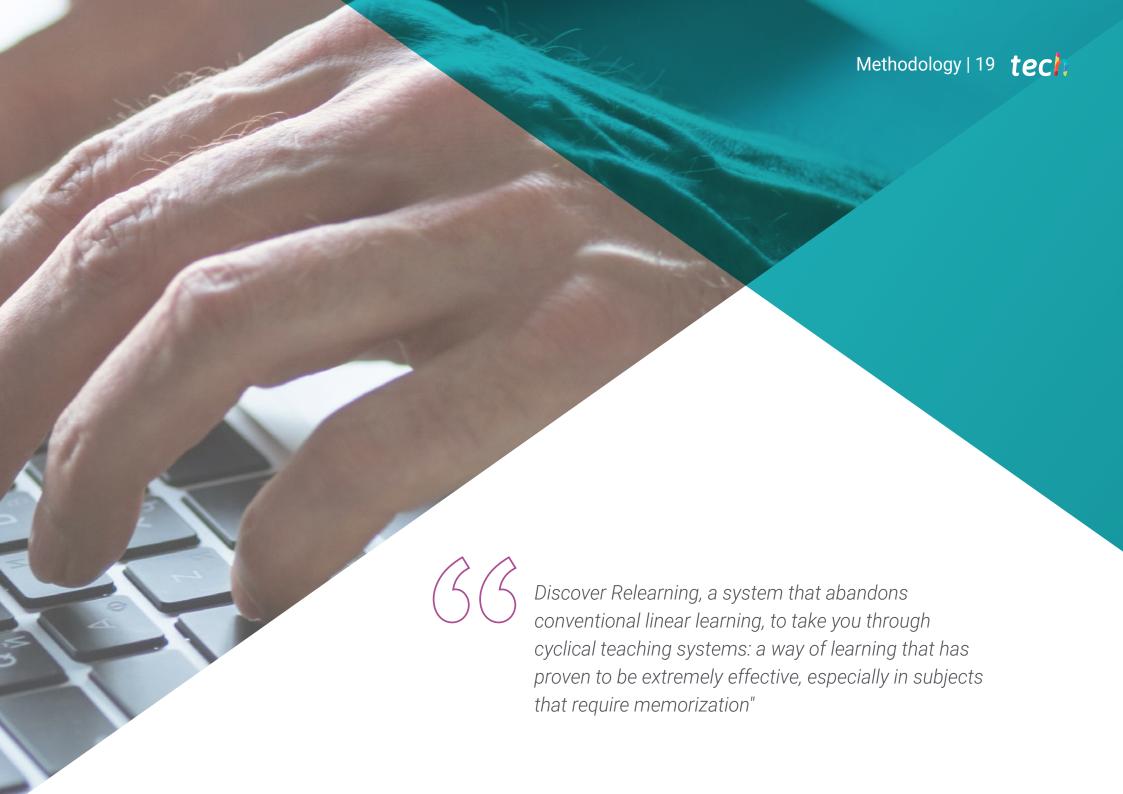
# Structure and Content | 17 tech

- Procurement
  - 3.8.1. The Procurement Process
  - 3.8.2. Education
  - Search for Suppliers and Request for Quotations
  - Contract Allocation
  - 3.8.5. Contract Administration
  - 3.8.6. Contracts
  - Types of Contracts 3.8.7.
  - Contract Negotiation
- Execution, Monitoring and Control and Closure
  - 3.9.1. Process Groups
  - **Project Execution**
  - Project Monitoring and Control
  - Project Closure
- 3.10. Professional Responsibility
  - 3.10.1. Professional Responsibility
  - 3.10.2. Characteristics of Social and Professional Responsibility
  - 3.10.3. Project Leader Code of Ethics
  - 3.10.4. Liability vs. PMP®
  - 3.10.5. Examples of Liability
  - 3.10.6. Benefits of Professionalization



A unique, key, and decisive educational experience to k educational experience to boost your professional development"





# tech 20 | Methodology

### 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"



You will have access to a learning system based on repetition, with natural and progressive teaching throughout the entire syllabus.



The student will learn to solve complex situations in real business environments through collaborative activities and real cases.

#### A learning method that is different and innovative

This TECH program is an intensive educational program, created from scratch, which presents the most demanding challenges and decisions in this field, both nationally and internationally. 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 professional reality is taken into account.



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

The case method has been the most widely used learning system among the world's leading Information Technology 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 that you are presented with in the case method, an action-oriented learning method. Throughout the course, students will be presented with multiple real cases. They will have to combine all their knowledge and research, and 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.

In 2019, we obtained the best learning results of all online universities in the world.

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 university is the only one in the world authorized to employ 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.



# Methodology | 23 tech

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.

This methodology has 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, and financial markets and 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 training, developing a critical mindset, defending arguments, and contrasting opinions: a direct equation for 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.



#### **Practising Skills and Abilities**

They will carry out activities to develop specific skills and abilities in each subject area. Exercises and activities to acquire and develop the skills and abilities that a specialist needs to develop in the context of the globalization that we are experiencing.



#### **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.





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 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.

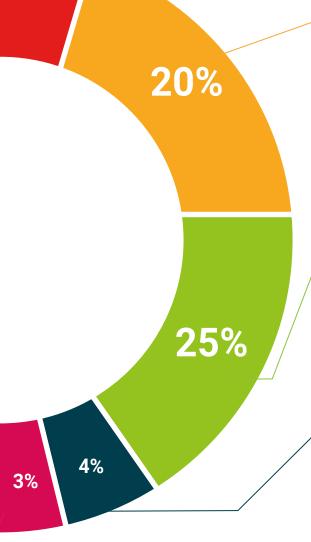


This exclusive educational system for presenting multimedia content was awarded by Microsoft as a "European Success Story".

#### **Testing & Retesting**

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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.







# tech 28 | Certificate

This **Postgraduate Diploma in Business Software** contains the most complete and up-to-date program on the market.

After the student has passed the assessments, they will receive their corresponding **Postgraduate Diploma** issued by **TECH Technological University** via tracked delivery\*.

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

Title: Postgraduate Diploma in Business Software
Official N° of Hours: **450 h**.





# Postgraduate Diploma **Business Software**

- » Modality: online
- » Duration: 6 months
- » Certificate: TECH Technological University
- » Dedication: 16h/week
- » Schedule: at your own pace
- » Exams: online

