

ECTS Information Package: Degree Programme

Master's Degree in

MANAGEMENT

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A - General Description

Programme Title - Mestrado em Gestão

Qualification awarded - Master's Degree in Management

Level of qualification - Second-cycle degree, EQF Level 7; ISCED Level 7

Specific admission requirements

General

According to the Portuguese Law, the following candidates are eligible for entry to the course of study leading to the *Mestre* degree:

- Holders of a *licenciado* degree or legally equivalent corresponding to the first cycle of higher education;
- Holders of a foreign higher degree awarded on completion of a first-cycle programme organised in the framework of the Bologna Process;
- Holders of a foreign higher degree which is deemed by the Technical-Scientific Committee of ESTT-IPT to meet the requirements of a *licenciado* degree.
- Holders of an academic, scientific or professional curriculum which is deemed by the Technical/Scientific Committee of ESTT-IPT as appropriate to access the programme.

Specific

According to the Portuguese Law, in order to be qualified for entry in a programme leading to the master's degree applicants must fulfil the following requirements:

- Hold a bachelor's degree (licenciatura) or legally equivalent corresponding to the first cycle of higher education;
- Hold a foreign higher degree awarded on completion of a first-cycle programme organised in the framework of the Bologna Process;
- Hold a foreign higher degree which is recognised as meeting the requirements of a licenciado degree by the ESTT/IPT Technical-Scientific Committee.
- Have an academic, scientific or professional curriculum which is deemed by the Technical Scientific Committee of ESTT-IPT as attesting the capacity to successfully complete a second-cycle degree programme.

Without prejudice to the general entry requirements, the following candidates are eligible for admission onto the Master's Degree in Management subject to admission quotas:

- Holders of a licenciado degree in management/administration or any other first-cycle degree taught by Portuguese higher education establishments; and
- Individuals who do not hold a university degree subject to CV analysis and an interview. These students will, on successful completion of the first year of the programme, be awarded a Specialisation Diploma in Management worth 60 ECTS, with no Dissertation, Project or Internship and no Masters award.

Specific arrangements for recognition of prior learning (formal, non-formal and informal)

General

Granting of credits from prior learning is regulated by the Portuguese Law taking into account the level of credits and the field of study where they have been earned and is subject to the recognition of ESTT-IPT Technical/Scientific Committee.

- Training undertaken in the context of other higher education programmes of study from national or foreign HE establishments or organised in the framework of the Bologna Process or other prior learning can be credited towards the present programme of study;
- Credits earned from postgraduate studies can also be credited towards this programme of study;
- Professional experience or other training, different from the abovementioned ones, can also be credited towards this programme of study.

Specific

Qualification requirements and regulations:

Entry Requirements

- . Holders of a first-cycle degree in the same field or related fields taught at IPT;
- . Holders of a first-cycle degree in the same field or related fields taught at another national HE institution;
- . Holders of a foreign higher degree in the same field of related fields awarded upon completion of a first-cycle programme from a foreign country engaged with the Bologna Process in or awarded by a country with which there is a bilateral agreement on the recognition of academic degrees;

Holders of a foreign higher degree in the same field or related fields which is deemed to meet the requirements of a licenciado degree by the Technical Scientific Committee;

- . Individuals holding an outstanding academic, scientific or professional record which is deemed by the Technical Scientific Committee to be appropriate to pursue this course of study.

Profile of the program:

This programme is targeted to individuals who wish to consolidate and refresh their knowledge in the field and seeks to respond to government challenges in terms of applied research that addresses real business needs. It aims to meet the labour market requirements taking into account economic, social and cultural factors. The course structure is therefore designed so as to provide students with academic knowledge and expertise as well as develop critical soft skills in management related areas.

Students will acquire the knowledge and skills required to develop innovative management approaches; become familiar with analytical methods to explore available data and information as well as with the technologies available to process them in a systematic way; Be able to accept and conduct any management project; Design and implement strategies to make best use of available resources; Recognise the importance of the role of management

in the strategic goals of an organization. Graduates from this Masters programme are expected to be able to face the challenges of today's ever-changing global market. There is now a brand new way of managing and working (material resources, multiculturalism, human resources, different tax and legal systems, new concepts, new management experiences, and so on).

Key learning outcomes:

The Master's in Management allows future graduates to apply for postgraduate studies, namely doctoral programmes.

Occupational profiles of graduates with examples:

The Master's degree in Management equips to perform a wide range of duties in various business areas such as marketing, production, human resources, consulting and auditing, in public and private companies, national and international. The aim of this Master's programme is also to provide expertise in the field of scientific research in business sciences, thus enabling the pursuit of careers in teaching and research in higher education institutions.

Access to further studies:

The master's degree in Management gives access to third-cycle programmes in the area of Management, Finance and other related areas as according to applicable admission requirements.

Course structure diagram with credits

Course Title	Year	Semester	Credits
Advanced Accounting	1	S1	5
Data Analysis for Business	1	S1	5
Marketing Planning and Innovation	1	S1	5
Organisational Behaviour	1	S1	5
Research Methodologies in Business Sciences	1	S1	5
Strategic Management	1	S1	5
Business Valuation	1	S2	5
International Marketing	1	S2	5
Labour Law	1	S2	5
Logistics and Supply Chain	1	S2	5
Strategic HR Management	1	S2	5
Tax Management	1	S2	5
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(*) This course may not be available in certain academic years. Please confirm availability with the Erasmus coordinator.

Examination regulations, assessment and grading

General

Assessment of course units complies with the Academic Regulations in force at ESTT-IPT, except for the Dissertation, Project and Internship, to which apply the provisions set out in the regulations for the master's degrees offered by the ESTT-IPT.

- Dissertation, Project and Internship have only two assessment seasons and the students are free to choose only one.
- The assessment calendar for the Dissertation, Project and Internship is proposed by the Programme Coordinating Committee to the Technical/Scientific Committee at the beginning of each academic year.
- The general grade improvement scheme does not apply to the Dissertation, Project and Internship.

The overall grade of the master's programme is the arithmetic weighted average rounded off to the ones of the number of ECTS credits and the grades of the course units that form part of the programme of study.

The 10-20 mark expressed on a 0-20 scale is converted into its equivalent in the European grading scale with the awards Satisfactory, Good, Very Good or Excellent.

Specific

The students must either develop an original project, undertake professional internship and associated report or produce a dissertation. Both the project, internship report and dissertation must be submitted for appreciation and public discussion to an examination panel appointed for that purpose.

Graduation requirements:

The Masters in Management lasts 2 years and includes a taught course component consisting of 12 modules during the first year. In the second year, the student should prepare a dissertation, project or internship.

Mode of study:

Full- or part-time.

Program director or equivalente

Director: Jorge Manuel Marques Simões

Erasmus coordinator: José Manuel Barros Pinheiro Nogueira

ECTS coordinator: Maria de Fátima Rodrigues Pedro

B - Description of individual course units

Course unit title	Advanced Accounting
Course unit code	92954
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	First Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Daniel Ferreira de Oliveira
Learning outcomes of the course unit	Deepen knowledge of accounting.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	N.A.
Recommended optional programme components	N.A.
Course contents	Conceptual Framework NCRF 1 / IAS 1 Presentation of Financial Statements NCRF 2 / IAS 7 Statement of Cash Flows NCRF 4 / IAS 8 Accounting Policies, Changes in Accounting Estimates and Errors NCRF 9 / IFRS 16 Leases NCRF 10 / IAS 23 Borrowing Costs NCRF 12 / IAS 36 Impairment of Assets NCRF 25 / IAS 12 Income Taxes
Recommended or required Reading	<ul style="list-style-type: none"> - PKF Inter, .(2020). <i>Wiley Interpretation and Application of IFRS</i>. New Jersey: Jonh Wiley and Sons Inc - IFRS, .(0). <i>IFRS Foundation and the IASB</i>.Acedido em7 de setembro de 2020 em http://www.ifrs.org - OCC, .(0). <i>Ordem dos Contabilistas Certificados</i>.Acedido em7 de setembro de 2020 em http://www.occ.pt/ - OROC, .(0). <i>Ordem dos Revisores Oficiais de Contas</i>.Acedido em7 de setembro de 2020 em http://www.oroc.pt/
Planned learning activities and teaching methods	Resolution and analysis of practical cases with the respective theoretical and practical framework of accounting standards.
Assessment Methods and criteria	NA
Language of Instruction	Portuguese
Work placement(s)	N.A.

B - Description of individual course units

Course unit title	Data Analysis for Business
Course unit code	92951
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	First Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Ricardo Jorge Viegas Covas
Learning outcomes of the course unit	Equip the students with basic tools that will prepare them to undertake independent data analysis and discuss methods and results.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	NA
Recommended optional programme componentes	NA
Course contentes	I - Introduction; II - Statistical Inference; III - Regression and Correlation; IV - Multiple Linear Regression; V - Factor analysis in Principal Components; VI - Cluster analysis.
Recommended or required Reading	- Maroco, J.(2011). <i>Análise Estatística com o SPSS Statistics</i> . Lisboa: Report Number - Guimarães, R. e Sarsfields, J. (2005). <i>Estatística</i> . : McGraw Hill - Hair, J. e Black, W. e Anderson, R. (2006). <i>Multivariate Data Analysis</i> . : Prentice Hall - Maroco, J. e Bispo, R. (2005). <i>Estatística Aplicada às Ciências Sociais e Humanas</i> . : McGraw Hill
Planned learning activities and teaching methods	Theoretical-practical sessions. Conventional face-to-face lectures including a strong interaction between theory and practice. The theoretical component is mainly computer-based using the SPSS software.
Assessment Methods and criteria	Continuous assessment - one of the following methods: Method A: 2 tests. The final mark is the average of the two. Method B: 1 test. An average mark of 10/20 exempts students from taking the exam.
Language of Instruction	Portuguese
Work placement(s)	NA

B - Description of individual course units

Course unit title	Marketing Planning and Innovation
Course unit code	92956
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	First Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Maria de Fátima Rodrigues Pedro
Learning outcomes of the course unit	Developing a theoretical-practical perspective of marketing planning with a focus on innovation to co-create value.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	Not applicable
Recommended optional programme components	Not applicable.
Course contents	I - Principles of value creation II - Developing high-value strategies III – Marketing mix management
Recommended or required Reading	<ul style="list-style-type: none"> - Dionísio, P. e Lévy, J. e Rodrigues, J. e Lendrevie, J. (2015). <i>Mercator da Língua Portuguesa Teoria e prática do marketing</i>. Lisboa, Portugal: Dom Quixote - Pinto e Castro, J.(2007). <i>Comunicação de Marketing</i>. Lisboa: Sílabo - Doyle, P.(2008). <i>Value-Based Marketing: Marketing Strategies for Corporate Growth and Shareholder VAlue</i>. UK: Wiley and Sons - Trott, P.(2017). <i>Innovation Management and New Product Development</i>. UK: Pearson
Planned learning activities and teaching methods	Lecturing method supported by case study analysis to consolidate the topics discussed in class. Analysis and summary of research papers. Ongoing assessment. An assignment or test (theoretical and/or practical).
Assessment Methods and criteria	Continuous assessment: individual written test (50%) with minimum mark of 8/20 and a group assignment with presentation and discussion (50%). Minimum pass mark:10/20. Exam-based assessment: Individual test (100%).
Language of Instruction	Portuguese
Work placement(s)	Not applicable.

B - Description of individual course units

Course unit title	Organisational Behaviour
Course unit code	92955
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	First Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	João Pedro Dias Fontes da Costa
Learning outcomes of the course unit	The role of the manager as a HR manager; The strategic importance of people as a competitive advantage; Identify the applications of individual behaviour management and workteams in organizations; Identify and characterize psychosocial processes.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	NA
Recommended optional programme components	NA
Course contents	I - Organization II - Individuals in Organizations III - Groups in Organizations Teams
Recommended or required Reading	- Miguel, J. e, E. (2016). <i>Manual de Comportamento Organizacional e Gestão</i> . Lisboa: Editora RH - Arménio, R. e, E. e, J. (2015). <i>Manual de Gestão de Pessoas e do Capital Humano</i> . Lisboa: Edições Sílabo - José, G. e, J. (2011). <i>Manual de Psicossociologia das Organizações</i> . Lisboa: Escolar Editora
Planned learning activities and teaching methods	Traditional style lectures. The theoretical-practical component will involve case study analysis and practical exercises.
Assessment Methods and criteria	I. Continuous Assessment - Written test and a group assignment: a) Written test - 50%; b) Group work (3 elements) - 35%; c) Work done in class - 15%; Information on the theme, structure / form of group work will be made available on moodle. For all assessment moments, a minimum score of eight is required. The average of the three grades must be a minimum of ten values.
Language of Instruction	Portuguese
Work placement(s)	NA

B - Description of individual course units

Course unit title	Research Methodologies in Business Sciences
Course unit code	92952
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	First Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Célio Gonalo Cardoso Marques
Learning outcomes of the course unit	The main objective of this module is to provide contact with a variety of theoretical and methodological assumptions that serve as a basis for the development of investigative processes leading to the development of a research project.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	Not applicable.
Recommended optional programme components	Not applicable.
Course contentes	- Paradigms, methodologies and research methods; - The formulation of a problem, the research question and hypothesis; - Review of literature and information sources; - Data collection techniques; - Data collection instruments; - Collection, treatment and analysis of data; - Ethical Aspects; - Organization and formal writing of a scientific document.
Recommended or required Reading	- Baraňano, A.(2004). <i>Métodos e técnicas de investigação em Gestão. Manual de apoio à realização de trabalhos de investigação.</i> Lisboa: Edições Sílabo - Yin, R.(2008). <i>Case Study Research. Design and Methods.</i> London: Sage Publications - Bryman, A. e Bell, E. (2007). <i>Business research method.</i> Oxford: Oxford University Press - Gill, J. e Johnson, P. (2002). <i>Research methods for managers.</i> London: Sage Publications - Myers, M.(2013). <i>Qualitative Research in Business and Management.</i> London: Sage.
Planned learning activities and teaching methods	The teaching/learning methodologies involve theoretical presentations, practical problem solving, demonstrations, discussions and tutorials.
Assessment Methods and criteria	Knowledge acquired will be assessed through an individual research work in continuous assessment and examination (100%).
Language of Instruction	Portuguese
Work placement(s)	Not applicable.

B - Description of individual course units

Course unit title	Strategic Management
Course unit code	92953
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	First Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Eduardo Fontão MontAlverne Brou
Learning outcomes of the course unit	The purpose of this course is to deepen the study of Business Strategy initiated in the 1st cycle, cultivating in the students the critical analysis of concepts, models and tools of Strategic Management and their capacity for applied synthesis on topics of this comprehensive discipline
Mode of delivery	b-learning
Prerequisites and co-requisites	Elements of Management and Economics
Recommended optional programme componentes	Not applicable
Course contents	1st Unit: Strategy 2nd Unit: The Organizations (a review) 3rd Unit: Strategy in Organizational Contexts.
Recommended or required Reading	<ul style="list-style-type: none"> - Ghoshal, S. e Quinn, J. e Mintzberg, H. e Lampel, J. (2014). <i>The Strategy Process: Concepts, Contexts, Cases</i>. London: UK: Pearson Education - Shafritz, J. e Ott, J. e Jang, Y. (2011). <i>Classics of Organization Theory</i>. USA: Wadsworth - Mintzberg, H.(2004). <i>Ascensão e Queda do Planeamento Estratégico</i>. Porto Alegre: Bookman
Planned learning activities and teaching methods	Lectures supported by audiovisual resources and resolution of practical cases. Critical literature review.
Assessment Methods and criteria	Continuous assessment Critical analysis of an Article (Team Work): 40% Written Test: 60% Non continuous assessment Exam-based assessment: Individual written test (100%).
Language of Instruction	Portuguese
Work placement(s)	Not applicable

B - Description of individual course units

Course unit title	Business Valuation
Course unit code	929512
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	Second Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	António Anacleto Viegas Ferreira
Learning outcomes of the course unit	Students are expected to understand and apply business valuation models, its advantages and limitations, and be able to participate in business valuation processes.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	There are no formal prerequisites, but in-depth knowledge of Financial Calculus and Corporate Finance would be helpful.
Recommended optional programme components	NA
Course contentes	I - Introduction to Valuation II - Discounted Cash Flow Valuation III - Relative Valuation IV - Contingent Claim Valuation
Recommended or required Reading	- Damodaran, A.(2012). <i>Investment Valuation</i> , 3 ed.. U.S.A.: Wiley - Damodaran, A.(2015). <i>Applied Corporate Finance</i> . U.S.A.: Wiley
Planned learning activities and teaching methods	Lectures supported by audiovisual resources and resolution of practical cases. Critical literature review.
Assessment Methods and criteria	- Written Test: 60% - Critical literature review:32,5% - In-Class performance: 7.5%
Language of Instruction	Portuguese
Work placement(s)	NA

B - Description of individual course units

Course unit title	International Marketing
Course unit code	929511
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	Second Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Maria de Fátima Rodrigues Pedro
Learning outcomes of the course unit	A comprehensive overview of international marketing issues.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	Not applicable
Recommended optional programme components	Not applicable
Course contentes	1. Size and challenges of international marketing 2. The wider context of international marketing 3. International product and service 4. International communication 5. International distribution and logistics 6. International price policy 7. Risks, organisation and implementation of international marketing activities.
Recommended or required Reading	<ul style="list-style-type: none"> - Alon, I. e Jaffe, E. (2013). <i>Global Marketing. Contemporary Theory. Practice and Cases..</i> : McGrawHill - Graham, J. e Gilly, M. e Cateora, P. (2009). <i>International Marketing</i>. Boston: McGrawHill / Irwin - Viana, C. e Hortinha, J. (2009). <i>MArketing Internacional</i>. Lisboa: Edições Sílabo - Doole, I. e Lowe, R. (2008). <i>Internacional Marketing Strategy</i>. : Cengage - Silva, S. e Meneses, R. e Pinho, J. (2018). <i>Marketing Internacional - Negócios à escala global</i>. Coimbra: ACTUAL
Planned learning activities and teaching methods	Case study analysis, practical assignments, theoretical presentation supported by audiovisual resources. Constructivist method of teaching. Lecturing method. Methodology inspired on participatory action research approach.
Assessment Methods and criteria	Continuous assessment: individual written test (50%) with minimum mark of 8/20 and a group assignment with presentation and discussion (50%). Minimum pass mark:10/20. Exam-based assessment: Individual written test (100%).
Language of Instruction	Portuguese
Work placement(s)	Not applicable

B - Description of individual course units

Course unit title	Labour Law
Course unit code	929510
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	Second Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Paula Alexandra da Cruz Silva Pina de Almeida
Learning outcomes of the course unit	1. Labour Law as a branch of private Law. 2. Institutional frameworks 3. Identify the various types of employment contracts 4. Rights and duties of the contracting parties. 5. Contractual contents. 6. Contract termination.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	NA
Recommended optional programme components	NA
Course contents	1. Labour Law and other branches of Law. 2. Institutional frameworks. 3. The elements of a contract. 4. Contractual subordination. 5. Teleworking and temporary employment contracts. 6. Rights and duties of the contracting parties. 7. The venue, the timetable, the remuneration ... 8. Leave arrangements. 9. Parenthood arrangements. 10. Equality at work. 11. Rights of personality.
Recommended or required Reading	- , .(2019). <i>Manual de relações laborais</i> . Lisboa: Lidel Editora - , .(2017). <i>Manual de Direito do Trabalho- da teoria à prática</i> . Coimbra: Coimbra Editora - Almeida, P.(2019). <i>Manual de Direito do Trabalho</i> . (pp. 1-92). Tomar: Reprografia de Ipt
Planned learning activities and teaching methods	Traditional face-to-face lectures supported by case study analysis.
Assessment Methods and criteria	Assessment includes a research paper with in-class presentation (50%) and a written test (50%). Final assessment: written exam
Language of Instruction	Portuguese
Work placement(s)	NA

B - Description of individual course units

Course unit title	Logistics and Supply Chain
Course unit code	92959
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	Second Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	José Manuel Barros Pinheiro Nogueira
Learning outcomes of the course unit	Concepts, problems and models related to Logistics and Supply Chain. Students should understand and apply business logistic techniques, their advantages and limitations, being able to participate in the business logistics process.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	NA
Recommended optional programme componentes	NA
Course contentes	1. Logistics and Logistics Management 2. Supply Chain 3. Aggregate Planning in Logistics Chain Management 4. Purchasing in Supply Chain Management 5. Transportation Management in the Supply Chain Management 6. Stock and Stock Management in Supply Chain Management 7. Demand Forecasting in Supply Chain Management
Recommended or required Reading	<ul style="list-style-type: none"> - BALLOU, R.(2004). <i>Busuness Logistics/Supply Chain Management</i>. (Vol. 1). New Jersey: Pearson Prentice Hall - CHOPRA, S. e MEINDL, P. (2007). <i>SUPPLY CHAIN MANAGEMENT STRATEGY, PLANNING & OPERATIONS</i>. (Vol. 1). New Jersey: Pearson Prentice Hall - CORREA, H.(2014). <i>Administração de Cadeias de Suprimento e Logística O Essencial</i>. (Vol. 1). BRASIL: EDITORA ATLAS
Planned learning activities and teaching methods	Lectures supported by audiovisual resources. Problem resolution and case study analysis. Discussion of practical assignments.
Assessment Methods and criteria	Group work.
Language of Instruction	Portuguese
Work placement(s)	NA

B - Description of individual course units

Course unit title	Strategic HR Management
Course unit code	92958
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	Second Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	João Pedro Dias Fontes da Costa
Learning outcomes of the course unit	An overview of strategic HR management in the present day. Identify and describe the key HRM processes and practices.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	NA
Recommended optional programme components	NA
Course contents	1. Strategic HR management 2. Recruitment, selection and induction 3. Training management, potential and skills development 4. Careers and reward systems 5. Performance appraisal
Recommended or required Reading	
Planned learning activities and teaching methods	Considering the nature of the module, the lecturing method will be used supported by group interaction and case study analysis.
Assessment Methods and criteria	I. Continuous Assessment - Conducting a written test and group work: a) 1 written test - weighting 60%. b) Group work (3 elements) - weighting 40%; Information about the theme, structure / form of the works group, will be available in moodle. A minimum grade is required for all assessment moments of eight values. Average grades must make a minimum of ten values.
Language of Instruction	Portuguese
Work placement(s)	NA

B - Description of individual course units

Course unit title	Tax Management
Course unit code	92957
Type of course unit	Compulsory
Level of Course unit	Second Cycle
Year of Study	First Year
Semester/Trimester when the course unit is delivered	Second Semester
Number of ECTS credits allocated	5
Name of Lecturer(s)	Arlindo José Bernardo Dinis
Learning outcomes of the course unit	Students should be aware of the importance of tax planning in business administration and have a sound knowledge of the Portuguese tax system with a focus on corporate activity: tax on property, VAT, personal income tax (IRS) and value-added tax (IVA) and associated procedures.
Mode of delivery	Face-to-face
Prerequisites and co-requisites	Not applicable
Recommended optional programme components	Not applicable
Course contents	1. Taxation and management: framework and importance 2. Tax management and legal security: LGT and CPPT topics. 3. The Portuguese tax system: issues/themes resulting from recent developments - taxes on property, value-added tax (IVA), personal income tax (IRS) and trade income tax (IRC). 4. Tax management of corporate investment and funding 5. Tax and corporate strategy 6. Tax and business
Recommended or required Reading	- -, -(2019). <i>Códigos Tributários</i> . Coimbra: Almedina - Pereira, M.(2011). <i>Fiscalidade</i> . Coimbra: Almedina - Xavier, A.(2014). <i>Direito Tributário Internaonal</i> . Coimbra: Almedina
Planned learning activities and teaching methods	Teaching/learning methods involve theoretical presentations, problem-solving, demonstrations and debates on the form and substance of tax obligations.
Assessment Methods and criteria	he knowledge and skills acquired will be assessed through a written test presentation of work - weighting 50% / 50% - with the students being approved with a minimum grade of 10/20. In exam, also a minimum grade of 10/20 - written test.
Language of Instruction	Portuguese
Work placement(s)	Not applicable

