

Course Unit	-	Field of study	-
	-	School	School of Technology and Management
Academic Year	2022/2023	Year of study	1
Type	Semestral	Semester	1
Workload (hours)	54	Contact hours	T - TP - PL - TC - S - E - OT - O -
		Level	ECTS credits 2.0
		Code	5062-717-1106-00-22

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Claudia Cristina Silva Costa

Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Realize the importance's role of civil servants and its articulation with the political structure.
2. Understand the evolution's role of civil servants during several administrative reforms.
3. know the main challenges facing the new professional in Public Administration.
4. know the main digital skills facing the new professional in Public Administration.

Prerequisites

Before the course unit the learner is expected to be able to:
Not applicable

Course contents

Civil Servants - Who are they? Civil Servants - Bureaucratic Era / Pre-Reform and Modernization Civil Servants - New Challenges and New Skills Civil Servants - New Digital Skills

Course contents (extended version)

1. Civil Servants - Who are they?
 - Civil Servants - Bureaucratic Era
 - Civil Servants - Reform and Modernization
2. Civil Servants - New Challenges and New Skills
 - Civil Servants - New Digital Skills

Recommended reading

1. Tavares, A. (2019). Administração Pública Portuguesa. Fundação Francisco Manuel dos Santos. ISBN 978-989-8943-27-9
2. Legislação avulsa relativa ao Portugal Digital.

Teaching and learning methods

The contact hours will be focused on discussion and analysis of the syllabus which will be accompanied by interpretation of real and practices situations. The non-face-to-face hours should be used to develop the practical work of applying the acquired knowledge, based on the introspection of the development of digital skills.

Assessment methods

- Continuous Evaluation - (Regular, Student Worker) (Final, Supplementary, Special)
- Presentations - 100%

Language of instruction

Portuguese

Electronic validation

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16-02-2023	16-02-2023	27-03-2023