



Information about the subject

Degree: Bachelor of Arts Degree in Law

Faculty: Faculty of Legal, Economic and Social Sciences

Code: 312028 **Name:** Law and Notary Practice

Credits: 6,00 **ECTS Year:** 4 **Semester:** 2

Module: Optional Courses

Subject Matter: Itinerary of Economic Law **Type:** Elective

Field of knowledge: Social and Legal Sciences

Department: -

Type of learning: Classroom-based learning

Languages in which it is taught: Spanish

Lecturer/-s:

OP3112 Ubaldo Nieto Carol (**Responsible Lecturer**)

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Module organization

Optional Courses

Subject Matter	ECTS	Subject	ECTS	Year/semester
Itineraries of Basic Legal Sciences	36,00	-Canon Law Institutions	6,00	4/2
		-History of European Construction	6,00	4/2
		-Human Rights	6,00	4/2
		-Roman Law	6,00	This elective is not offered in the academic year 23/24
		-Social Doctrine of the Catholic Church	6,00	This elective is not offered in the academic year 23/24
		-State Ecclesiastical Law	6,00	4/2
Itinerary of Economic Law	60,00	Banking Law	6,00	This elective is not offered in the academic year 23/24
		Consumer Law	6,00	This elective is not offered in the academic year 23/24
		Corporate Finance	6,00	This elective is not offered in the academic year 23/24
		-Insurance Law	6,00	4/2



Itinerary of Economic Law		Intellectual Property Law	6,00	This elective is not offered in the academic year 23/24
		-International and Comparative Law of Brands, Designs and Unfair Competition	6,00	4/2
		International Commercial Law	6,00	This elective is not offered in the academic year 23/24
		-International Commercial Transactions	6,00	4/1
		-International Taxation Law	6,00	This elective is not offered in the academic year 23/24
		Law and Notary Practice	6,00	4/2
Itinerary of Sectorial Administrative and Specialized Labour Law	72,00	Air and Maritime Law	6,00	4/2
		-Employment Procedural Law	6,00	This elective is not offered in the academic year 23/24
		Energy Law	6,00	This elective is not offered in the academic year 23/24
		Environmental Law	6,00	This elective is not offered in the academic year 23/24



Itinerary of
Sectorial
Administrative and
Specialized
Labour Law

European Union
Competition Law

6,00

4/1

Information and
Communication
Technology Law

6,00

4/0

National Health System
Law

6,00

This elective is not
offered in the
academic year
23/24

Public Contract Award
Law

6,00

This elective is not
offered in the
academic year
23/24

-Real Estate Law

6,00

This elective is not
offered in the
academic year
23/24

-Trade Union Law

6,00

This elective is not
offered in the
academic year
23/24

Transport Law

6,00

This elective is not
offered in the
academic year
23/24

Water Law

6,00

This elective is not
offered in the
academic year
23/24

Recommended knowledge

Know how the different legal acts and businesses are implemented in notarial documents.



Prerequisites

Students must have passed at least the 48 ECTS of Basic Training of the first two semesters. Students are free to choose the electives they wish, breaking with the grouping proposed. As explained above, the Study Plan has three optional subjects that are grouped in this way:

- 1 optional subject in the seventh semester.
- 2 optional subjects in the eighth semester.

Learning outcomes

At the end of the course, the student must be able to prove that he/she has acquired the following learning outcomes:

- | | |
|----|--|
| R1 | Approach to the knowledge and understanding of the notarial function and the importance of public faith as a means at the service of legal security. |
| R2 | Understanding of the main notarial tasks: formalisation of legal acts and transactions. |
| R3 | Consolidate the study of Private Law and matters related to the notarial activity. |
| R4 | Management and resolution of notarial and registration matters and practices. |



Competencies

Depending on the learning outcomes, the competencies to which the subject contributes are (please score from 1 to 4, being 4 the highest score):

GENERAL		Weighting			
		1	2	3	4
CG1	Knowledge of the Science being studied, in this case of the science of Law, fundamentally of the most practical branches, with their international and economic implications and their specialized language.				X
CG2	Analysis and synthesis capacity				X
CG4	Problem-solving capacity.				X
CG8	Ethical commitment to information management.				X
CG13	Information management capacity.		X		
CG15	Ability to work in interdisciplinary teams.				X
CG16	Ability to develop and maintain one's own competencies, skills and knowledge according to the standards of the profession.				X
SPECIFIC		Weighting			
		1	2	3	4
CE3	Ability to use constitutional principles and values as a working tool in the interpretation of the legal system.			X	
CE9	Ability to enforce legal norms with the economic environment.			X	
CE20	Mastery of computer techniques in obtaining legal information and communication of legal data (Internet, databases of legislation, jurisprudence, bibliography).			X	



Assessment system for the acquisition of competencies and grading system

Assessed learning outcomes	Granted percentage	Assessment method
R1, R2, R3, R4	45,00%	Practical tests
R1, R2, R3, R4	20,00%	Attendance, active participation and favourable attitude in the subject/ course/ module
R1, R2, R3, R4	35,00%	Written theoretical tests

Observations

Asistencia y participación activa a las sesiones de clase, a los trabajos en grupo, a las tutorías y a los seminarios. Su evaluación se realizará mediante registros de seguimiento de la asistencia por parte del profesor **y por la valoración de la participación activa del alumno mediante intervenciones y debates en el aula y la participación en foros y chats de la asignatura.** La mera asistencia pasiva del alumno no se tendrá en cuenta para el cómputo de este porcentaje. La falta de asistencia no justificada al 20% de las sesiones prácticas impide el cómputo de este porcentaje.

Evaluación práctica: Resolución de las diferentes prácticas que se le propondrán al alumno a lo largo del curso. La evaluación de las prácticas y el trabajo en grupo se llevará a cabo mediante la asistencia y presentación oral y/o escrita de las diferentes prácticas y trabajos propuestos (ya sea presencialmente o en el aula virtual). Se evaluará el trabajo desarrollado en grupo y/o individualmente por el alumno. La evaluación de los trabajos presentados se realizará teniendo en cuenta la estructura del trabajo, la calidad de la documentación, la ortografía y la presentación y principalmente, la argumentación y fundamentación jurídico-legales. La calificación se obtendrá de la media de todas las calificaciones obtenidas en este apartado.

Las calificaciones inferiores a 5 no computan en el porcentaje. La calificación de las prácticas realizadas en clase o fuera de la clase (con nota igual o superior a 5), se mantendrán para la segunda convocatoria. **La falta de asistencia no justificada al 20% de las sesiones prácticas impide el cómputo de este porcentaje.**

Evaluación teórica: Pruebas escritas teórico-prácticas (tipo test con respuesta múltiple y/o tipo respuesta corta y/o verdadero/falso, etc.) en las que se expondrán los conocimientos teóricos y prácticos adquiridos y el conocimiento de la legislación vigente. **Es imprescindible obtener un mínimo de 5 sobre 10 en el examen para poder hacer la media con la nota de prácticas.**

Las calificaciones inferiores a 5 no computan en el porcentaje. Si se obtiene una nota inferior a 5 en el examen oficial de la primera convocatoria, la nota media final de las



prácticas realizadas en clase y/o trabajos en grupo (con nota igual o superior a 5), se mantendrán para la segunda convocatoria.

Por último, dada la importancia de la correcta presentación formal de escritos jurídicos, se advierte que **cada falta ortográfica descontará 0'1 puntos de la nota del examen.**

El incumplimiento de las norma y plazos establecidos para la realización y entrega de las actividades académicas solicitadas dará lugar a la evaluación negativa de la actividad.

Convocatoria extraordinaria: *el sistema de evaluación y sus porcentajes de nota de prácticas y asistencia y participación se mantiene en la convocatoria extraordinaria.*

Asistencia a clase de las madres lactantes: Debido al horario de esta asignatura, las madres lactantes podrán ausentarse de las mismas, previa comunicación, una única vez, al profesor. El profesor establecerá junto con la alumna que se encuentre en esta circunstancia un plan de trabajo alternativo para permitir que pueda adquirir los mismos conocimientos y competencias que el resto de sus compañeros.

MENTION OF DISTINCTION:

According to Article 22 of the Regulations governing the Evaluation and Qualification of UCV Courses, the mention of "Distinction of Honor" may be awarded by the professor responsible for the course to students who have obtained, at least, the qualification of 9 over 10 ("Sobresaliente"). The number of "Distinction of Honor" mentions that may be awarded may not exceed five percent of the number of students included in the same official record, unless this number is lower than 20, in which case only one "Distinction of Honor" may be awarded.

Learning activities

The following methodologies will be used so that the students can achieve the learning outcomes of the subject:

- | | |
|-----|---|
| M1 | Group work sessions supervised by the teacher. Study of legal cases, both true and fictitious. Significant construction of knowledge through student interaction and activity. Critical analysis of values and social commitment. |
| M8 | Exposition of contents by the teacher, analysis of competences, explanation and demonstration of capacities, skills and knowledge in the classroom. |
| M9 | Supervised monographic sessions with shared participation. |
| M11 | Personalised attention and in small groups. Period of instruction and/or orientation carried out by a tutor with the aim of reviewing and discussing the materials and topics presented in the classes, seminars, readings, completion of assignments, etc. |
| M12 | Set of written and/or oral tests used in the initial, formative or summative evaluation of the student. |



- M13 Group preparation of readings, essays, resolution of problems, seminars, papers, dossiers, etc., to be presented or delivered in theory classes, practical classes, and/or small group tutorials.
- M14 Student's study: individual preparation of readings, essays, problem-solving, seminars, works, reports, etc. to present or deliver in the theoretical classes, practical classes and/or small group tutorials.

IN-CLASS LEARNING ACTIVITIES

	LEARNING OUTCOMES	HOURS	ECTS
Practical cases. M8	R1, R2, R3, R4	35,00	1,40
Theoretical classes. M8	R1, R2, R3, R4	23,00	0,92
Assessment M12	R1, R2, R3, R4	2,00	0,08
TOTAL		60,00	2,40

LEARNING ACTIVITIES OF AUTONOMOUS WORK

	LEARNING OUTCOMES	HOURS	ECTS
Group work. M1, M9, M13	R1, R2, R3, R4	45,00	1,80
Individual work. M14	R1, R2, R3, R4	45,00	1,80
TOTAL		90,00	3,60



Description of the contents

Description of the necessary contents to acquire the learning outcomes.

Theoretical contents:

Content block	Contents
THE NOTARIAL FUNCTION AND THE NOTARIES	1. THE NOTARIAL FUNCTION 2. PROVISION OF THE NOTARIAL FUNCTION
THE PUBLIC INSTRUMENT	3. THE PUBLIC INSTRUMENT 4. Subjects of the public instrument 5. Parts into which the public instrument is usually divided 6. Capacity and representation 7. The qualification of the act or contract 8. The exposition of facts or antecedents 9. Expression of the purpose or reasons: Its effects 10. Operative part 11. Reservations and legal warnings 12. Reading the instrument 13. The granting 14. The signature of the interested parties 15. Authorization 16. THE TESTIMONIES 17. THE COPIES 18. COMMERCIAL CONTRACTS AND OTHER COMMERCIAL DOCUMENTS INTERVENED 19. CONSERVATION OF PUBLIC INSTRUMENTS 19.1. THE PROTOCOL 19.2. THE BOOK-RECORD OF COMMERCIAL CONTRACTS 19.3. THE INDICATOR BOOK 20. NOTARY ACTS



NOTARIAL ACTIONS

- 21. NOTARIAL ACTION IN MARRIAGE MATTERS
- 22. NOTARIAL ACTION IN SUCCESSION MATTERS
- 23. NOTARIAL ACTION IN THE MATTER OF CERTAIN CONTRACTS
 - 23.1. DONATION DEED
 - 23.2. DEED OF SALE OF REAL ESTATE
 - 23.3. NOTARIAL ACTION IN REAL ESTATE CREDIT AGREEMENTS
 - 23.4. DEED OF INCORPORATION OF LIMITED COMPANY

Temporary organization of learning:

Block of content	Number of sessions	Hours
THE NOTARIAL FUNCTION AND THE NOTARIES	1,00	2,00
THE PUBLIC INSTRUMENT	14,00	28,00
NOTARIAL ACTIONS	15,00	30,00

References

BASIC:

- VV.AA: *GPS NOTARIAL* (Dir. Ubaldo Nieto Carol). Editorial Tirant lo Blanch, Valencia, 2019.

COMPLEMENTARY:

- JIMÉNEZ GALLEGÓ, Carlos: *Función Notarial y Jurisdicción Voluntaria*, Tirant lo Blanch, Valencia 2017.

- VV.AA: *Jurisdicción Voluntaria Notarial* (Dir. C. P. Barrio del Olmo), Thomson Reuters Aranzadi, Cizur Menor (Navarra), 2015



Addendum to the Course Guide of the Subject

Due to the exceptional situation caused by the health crisis of the COVID-19 and taking into account the security measures related to the development of the educational activity in the Higher Education Institution teaching area, the following changes have been made in the guide of the subject to ensure that Students achieve their learning outcomes of the Subject.

Situation 1: Teaching without limited capacity (when the number of enrolled students is lower than the allowed capacity in classroom, according to the security measures taken).

In this case, no changes are made in the guide of the subject.

Situation 2: Teaching with limited capacity (when the number of enrolled students is higher than the allowed capacity in classroom, according to the security measures taken).

In this case, the following changes are made:

1. Educational Activities of Onsite Work:

All the foreseen activities to be developed in the classroom as indicated in this field of the guide of the subject will be made through a simultaneous teaching method combining onsite teaching in the classroom and synchronous online teaching. Students will be able to attend classes onsite or to attend them online through the telematic tools provided by the university (videoconferences). In any case, students who attend classes onsite and who attend them by videoconference will rotate periodically.

In the particular case of this subject, these videoconferences will be made through:

☒ Microsoft Teams

☐ Kaltura



Situation 3: Confinement due to a new State of Alarm.

In this case, the following changes are made:

1. Educational Activities of Onsite Work:

All the foreseen activities to be developed in the classroom as indicated in this field of the guide of the subject, as well as the group and personalized tutoring, will be done with the telematic tools provided by the University, through:

☒ Microsoft Teams

☐ Kaltura

Explanation about the practical sessions:



2. System for Assessing the Acquisition of the competences and Assessment System

ONSITE WORK

Regarding the Assessment Tools:

☒

The Assessment Tools will not be modified. If onsite assessment is not possible, it will be done online through the UCVnet Campus.

☐

The following changes will be made to adapt the subject's assessment to the online teaching.

Course guide		Adaptation	
Assessment tool	Allocated percentage	Description of the suggested changes	Platform to be used

The other Assessment Tools will not be modified with regards to what is indicated in the Course Guide.

Comments to the Assessment System: