Human Resource Management

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What is HRM???

« **Human resource management (HRM) is concerned with all aspects of how people are employed, managed and developed in organizations** »

(Michael Armstrong and Stephen Taylor, 2017)

Syllabus:

1. Workforce planning

2. Advertising/Posting positions

3. Personnel selection and interviewing

4. Onboarding - induction programs

5. Compensation and benefits

6. Rewards and Promotion

7. Training and development

8. International HRM. Employee communications.

9. HR analytics

Course duration	• Semester 1, Modules 1,2 • Contact hours: 56
Credit Value	• 6 ECTS
Main idea	• Introduce to Human Resource Management activities as a core tool to company efficiency

Evaluation

Written examination – 30%

(at the end of the Third Module)

Coursework– 70%

Final grade=

0,7 *Coursework grade* + 0,3 Written examination

If you get 8 points and above for your coursework, written examination can be skipped and the final grade will be the same as your coursework grade.

Coursework

Class attendance and participation– 50%

(attendance and active participation during the seminars)

Homework 1 is an individual preparation of CV and cover letter and uploading them at LMS – 15%

Homework 2 is a group project – 20%

Written test – 15%

(at the end of the First Module)

Coursework grade=
0,5 *Class performance* + 0,15 Written test + 0,15 Homework 1+ 0,20 Homework 2

Grading criteria of an individual homework
(preparing the following documents: *CV and covering letter*)

Criteria	Scores
Layout and content of both documents	4
Matching of information given in cover letter to description of a job opening	3
Matching of a cover letter's content and information given in CV.	3
TOTAL	10

Grading criteria of a group project
(analyzing HR practices across the company)

Expectations	Scores
Description of the company (industry, size, location)	1
Description of the HR practice (key activities, employees involved in this process, a role for the company)	3
Main challenges and opportunity areas	2
Measures of effectiveness	1
Any other interesting and meaningful information	1
The presentation is clear, logical and without grammatical mistakes. It lasts for 15-20 minutes.	2
Total	10

The group should consist of not more than 3 members
(If the team consists of less than 3 people such presentation will be estimated higher)

- What do you understand by Human Recourse Management?

- What are the key subjects of Human Recourse Management?
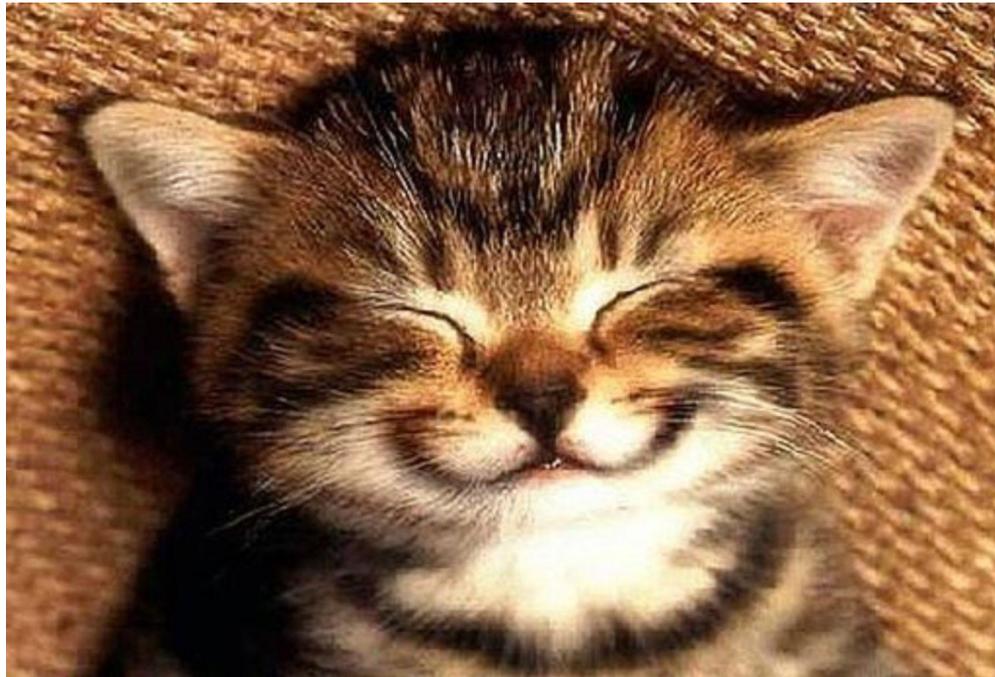
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