

Syllabus of the course

Human Resources Management

Course title	Human Resources Management
Subject area	Business studies and management science
Type of studies	full-time Bachelor studies
Course ID	
Erasmus code	04000
Source unit (the one that the course is offered by)	Faculty of Economics, Department of Human Resource Management
Target unit (the one that the course is offered for)	Bachelor students (from the area of management, economics, finances, and other social sciences like sociology, psychology, political sciences)
Type of course	Basic course
Course description	<p>The main objectives of the course:</p> <ol style="list-style-type: none"> 1. to clarify the character of the human resources management in the context of changes of labor market 2. to learn about basic administrative processes related to human resource management 3. to develop the basic set of methods and techniques needed for managing human resources and employee management
Educational outcomes	<p>Knowledge:</p> <ol style="list-style-type: none"> 1. related to the new trends in human resource management 2. related to the character of work and competencies and HR Specialist 3. about key processes of Human Resource Management <p>Skills:</p> <ol style="list-style-type: none"> 1. human resource potential assessment and planning 2. retaining and engaging employees 3. effective usage and management of employees potential <p>Attitudes:</p> <ol style="list-style-type: none"> 1. proper attitude toward human resource potential (openness to new trends) better understanding of differences in human resource potential
Hos Language of instruction	English
Course coordinator	Anna Rakowska, PhD, Professor of UMCS
Additional remarks	

Academic year	2018/2019
Semester	IV
Number of hours in semester	30 hours 15 lectures, 15 project
Name of the academic teacher	Anna Rakowska, Phd, Professor of UMCS/ Aneta Karasek , Phd
Level of the class	
A list of topic	<ol style="list-style-type: none"> 1. New trends on the job market and in the organizations. Technology and future skills. 2. Introduction to the concept of Human Resource Management 3. HRM planning in the context of modern market trends 4. Recruitment, selection, adaptation 5. Employee evaluation 6. Motivation and engagement 7. Development of employees. 8. Diversity in organization
	<p>Knowledge:</p> <ol style="list-style-type: none"> 1. related to the new trends in labor market 2. about key processes of Human Resource Management 3. about practices related to best way of use of employee potential <p>Skills:</p> <ol style="list-style-type: none"> 1. human resource potential assessment and planning 2. employees retaining and developing 3. employees motivating and engaging <p>Attitudes:</p> <ol style="list-style-type: none"> 1. better understanding of new trends on labor market 2. awareness of differences in human resource potential
Form of the class	Lecture / Exercises: projects, case, discussions, films
Learning activities and teaching methods	Lecture, class discussion, ppt presentations
Type of assessment	Grade
Assessment methods and criteria for this course	Oral examination / project
Reading list	<ol style="list-style-type: none"> 1. M. Armstrong, Armstrong's Human Resource Management Practice: A Guide to People Management. Kogan Page, 2010. 2. P.Sparrow, H. Shipton, P.Budhwar, A. Brown, Human Resource Management, Innovation and Performance, Palgrave Macmillan UK, 2015 3. A.Rakowska (eds.) Unlocking the Potential of Employees in the Context of Organizational Diversity, ToKnowPress, 2018 4. A.Rakowska, V.Dermol (eds), Strategic approaches to human resource management practice, ToKnow Press, 2014 5. A. Rakowska, K.Babnik, Human resources management challenges: learning & development, ToKnow Press, 2015 6. G.Wood, Ch.Brewster, M. Brookes, Human resource management and the institutional perspective, Routledge Taylor & Francis Group, 2014

Additional remarks	
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