

Course Title	<b>Human Resources Management</b>				
Course Code	<b>HRM 375</b>				
Course Type	<b>Elective</b>				
Level	Undergraduate				
Year / Semester	Year 3 / Semester 6				
Teacher's Name	ANDRIE MICHAELIDES				
ECTS	6	Lectures / week	3	Laboratories / week	
Course Purpose and Objectives	Human Resource Management links people-related activities to business strategy. The course develops a critical understanding of the role and functions of the various human resource activities in an organization, providing students with a comprehensive review of key HRM concepts, techniques and issues.				
Learning Outcomes	<ul style="list-style-type: none"> <li>• Contribute to the development, implementation, and evaluation of employee recruitment, selection, and retention plans and processes.</li> <li>• Administer and contribute to the design and evaluation of the performance management program.</li> <li>• Develop, implement, and evaluate employee orientation, training, and development programs.</li> <li>• Facilitate and support effective employee and labor relations in both non-union and union environments.</li> <li>• Research and support the development and communication of the organization's total compensation plan.</li> <li>• Collaborate with others, in the development, implementation, and evaluation of organizational and health and safety policies and practices.</li> <li>• Research and analyze information needs and apply current and emerging information technologies to support the human resources function.</li> <li>• Develop, implement, and evaluate organizational development strategies aimed at promoting organizational effectiveness.</li> <li>• Present and evaluate communication messages and processes related to the human resources function of the organization.</li> <li>• Manage own professional development and provide leadership to others in the achievement of ongoing competence in human resources professional practice.</li> <li>• Facilitate and communicate the human resources component of the organization's business plan.</li> <li>• Conduct research, produce reports, and recommend changes in human resources practices.</li> </ul>				

Prerequisites	GED-P 202; GED-S 202	Required	MGT 102
Course Content	<p>Chapter 1: Managing Human Resources  Chapter 2: Trends in Human Resource Management  Chapter 3: Providing Equal Employment Opportunity and a Safe Workplace  Chapter 4: Analyzing Work and Designing Jobs  <b>Part 2: Acquiring, Training and Developing Human Resources</b>  Chapter 5: Planning for and Recruiting Human Resources  Chapter 6: Selecting Employees and Placing them in Jobs  Chapter 7: Training Employees  Chapter 8: Developing Employees for Future Success  <b>Part 3: Assessing and Improving Performance</b>  Chapter 9: Creating and Maintaining High-Performance Organizations  Chapter 10: Managing Employees' Performance  Chapter 11: Separating and Retaining Employees  <b>Part 4: Compensating Human Resources</b>  Chapter 12: Establishing a Pay Structure  Chapter 13: Recognizing Employee Contributions with Pay  Chapter 14: Providing Employee Benefits  <b>Part 5: Meeting Other HR Goals</b>  Chapter 15: Collective Bargaining and Labor Relations  Chapter 16: Managing Human Resources Globally</p>		
Teaching Methodology	<ul style="list-style-type: none"> <li>•Reading and resolving problems</li> <li>•Working on problem-solving</li> <li>•Attendance and participation in class</li> <li>•Monitor discussions</li> <li>•Writing and reply on objective type questions</li> <li>•Solving unstructured questions and case studies</li> <li>•Brief oral presentation before starting a new chapter and reply to queries from students</li> <li>•Homework for revision purposes</li> <li>•Interaction and collaborative learning</li> <li>•Simulation and role Playing</li> <li>•Video Watching and guest speakers</li> </ul>		
Bibliography	<p style="text-align: center;"><b>1- Human Resource Management</b></p> <p>12<sup>th</sup> Edition  By Raymond Noe and John Hollenbeck and Barry Gerhart and Patrick Wright  © 202q    Published: January 28, 2020</p> <p style="text-align: center;"><b>2- Fundamentals of Human Resource Management</b></p> <p>8<sup>th</sup> Edition  By Raymond Noe and John Hollenbeck and Barry Gerhart and Patrick Wright  © 2020</p>		

	Published: February 1, 2019								
Assessment	<table> <tr> <td>Participation</td> <td>10%</td> </tr> <tr> <td>Midterm Exam</td> <td>30%</td> </tr> <tr> <td>Project</td> <td>20%</td> </tr> <tr> <td>Final Exam</td> <td>40%</td> </tr> </table>	Participation	10%	Midterm Exam	30%	Project	20%	Final Exam	40%
Participation	10%								
Midterm Exam	30%								
Project	20%								
Final Exam	40%								
Language	English								