



# **HUMAN RESOURCE MANAGEMENT**

**AI SYLLABUS**

# Human Resource Management

## Course Description:

Human Resource Management is a course that explores the strategic and operational aspects of managing human resources in organizations. The course covers various topics, such as recruitment, selection, training and development, performance appraisal, employee relations, and compensation and benefits.

Throughout the course, students will learn about the role of Human Resource Management in organizations, and how it impacts employee performance and organizational success. Students will gain a practical understanding of HRM practices, including how to assess, select, train, and develop employees, as well as manage their performance, engagement, and relations.

In addition to in-class discussions, students will be engaged in individual case analysis, group projects, and presentations. This course will equip students with the skills and knowledge necessary to become effective HR professionals in a variety of organizational contexts.

## Course outline:

### Module 1: Introduction to Human Resource Management

1. Overview of Human Resource Management and its importance
2. Historical perspectives on Human Resource Management
3. Legal and ethical considerations in Human Resource Management
4. Overview of course assignments and expectations

### Module 2: Recruitment and Selection

1. Job analysis and job design
2. Recruitment methods and sources
3. Selection methods and techniques
4. Legal considerations in recruitment and selection

### Module 3: Training and Development

1. Needs assessment and analysis

2. Training design and delivery methods
3. Evaluating training effectiveness
4. Career development and succession planning

#### Module 4: Performance Appraisal and Management

1. Performance appraisal methods and techniques
2. Providing feedback and coaching
3. Performance management systems and processes
4. Legal considerations in performance management

#### Module 5: Employee Relations and Engagement

1. Employee engagement and satisfaction
2. Employee communication and feedback
3. Conflict resolution and mediation
4. Employee rights and discipline

#### Module 6: Compensation and Benefits

1. Pay structures and systems
2. Benefits and perks
3. Job evaluation and performance-based compensation
4. Legal considerations in compensation and benefits

### Course Assignments:

- Individual case analysis
- Group project on a HR-related issue
- In-class presentations and discussions
- Mid-term and final exams

### Assessment:

Participation and attendance (10%)

Individual case analysis (20%)

Group project on HR-related issue (20%)

In-class presentations and discussions (20%)

Mid-term exam (15%)

Final exam (15%)

## Classroom Policy:

- Attendance and participation are expected and will be factored into the final grade
- Late submissions will be penalized
- Plagiarism will not be tolerated and will result in a failing grade
- Classroom discussions should be respectful and constructive

## Required Readings:

1. [Human Resource Management by Gary Dessler](#)
2. [The Talent Management Handbook: Creating Organizational Excellence by Identifying, Developing, and Promoting Your Best People edited by Lance A. Berger and Dorothy R. Berger](#)
3. [Effective Succession Planning: Ensuring Leadership Continuity and Building Talent from Within by William J. Rothwell](#)
4. [Human Resource Management: Gaining a Competitive Advantage by Raymond A. Noe, John R. Hollenbeck, Barry Gerhart, and Patrick M. Wright](#)
5. [Reward Management: Strategy and Practice by Michael Armstrong and Helen Murlis](#)