

COURSE FILE SUMMARY

COURSE INFORMATION

College / Institute / Centre	Of Management & Technology	Department	Marketing and International Business
Programme Title	Bachelor of Business Administration	Programme Code	
Course Title	Human Resources Management	Course Code	EA311
# Hours	-----2----- Lecture	-----2----- Lab / <u>Tutorial</u>	-----3----- Credit
Pre Requisites :			
EA212 Organizational Behavior			

COURSE DESCRIPTION

To provide an overview of the held of human resource management as a major function of business, its importance, its functions and role in today's organization

COURSE OBJECTIVES

Introduce the students to the field of human resource management, how to avoid committing management malpractice

STAFF REQUIREMENTS

	Qualifications	Special Skills	Number
Lectures	PhD. In Management	Interpersonal and computer skills	1
Tutorials	Bachelor of Business Administration	Interpersonal and computer skills	1/2
Laboratories / Workshops			

LECTURE SCHEDULE			
Lecture			Description
#	Week	Hrs	
1	1	2	The strategic role of human resource management
2	...2...	2	Strategic human resource management and HR scorecard
3	...3...	2	Strategic human resource management and HR scorecard
4	...4...	2	Job analysis
5	...5...	2	Job analysis
6	...6...	2	Personnel planning and recruiting
7	...7...	2	7 th week exam
8	...8...	2	Personnel planning and recruiting
9	9	2	Training and developing employees
10	10	2	Training and developing employees
11	11	2	Performance management and appraisal
12	12	2	12 th week assessment
13	13	2	Establishing strategic pay plans
14	14	2	Managing global human resources
15	15	2	Project presentation
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TEXT BOOKS	
Code*	Description
.....	Human Resource management, Gary Dessler, Eleventh edition, Prentice Hall
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READING AND OTHER RESOURCES	
Code*	Description
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TUTORIAL SCHEDULE			
Tutorial			Topic
#	Week	Hrs	
1	1	2	Application on The strategic role of human resource management
2	2	2	Application on Strategic human resource management and HR scorecard
3	3	2	Application on Strategic human resource management and HR scorecard
4	4	2	Application on Job analysis
5	5	2	Application on Job analysis
6	6	2	Application on Personnel planning and recruiting
7	7	2	Solving the 7 th week exam with the students
8	8	2	Application on Personnel planning and recruiting
9	9	2	Application on Training and developing employees
10	10	2	Application on Training and developing employees
11	11	2	Application on Performance management and appraisal
12	12	2	Solving the 12 th week Exam
13	13	2	Application on Establishing strategic pay plans
14	14	2	Application on Managing global human resources
15	15	2	Project presentation

