

Subject	MANAGEMENT OF HUMAN RESOURCES			
	Type (M)	Semester VI	ECTS 4	Code
Lecturer				
Aims and Objectives	<p>The course is designed to offer introduction to theories, elements and practices of HRM.</p> <p>Furthermore, the course offers a perspective on general management and not only on human resources, by considering HRM as a strategic function in an organization.</p> <p>The course offers understanding about the concepts of HRM that can be applied in private or public organizations, local and international organizations as well as governmental and non-governmental ones.</p>			
Learning Outcomes	<p>By completion of this course, students will have benefited and personalised further understanding on theories and practices of HRM. Student shall be able to:</p> <ul style="list-style-type: none"> • Understand terminology and key functions of HRM in Public Sector. • Understand the strategic role of human resources in developing working systems with high performance, necessary for companies. • Apply HRM tools for recruitment, selection, and training and performance appraisal. • Develop adequate compensation schemes. • Understand the importance of ethics and fair treatment of employees as well as legal implications and relations between these issues. • Enhance confidence in taking decisions that impact human resources and maintain competitiveness in the labour market. 			
Course Content	Course Plan			Week
	Introduction: Challenges of Human Resource Management			1
	Development of HRM concepts			2
	Job analyses			3
	Personel planning and recruitment			4
	Selection: candidates testing and interviewing			5
	Orientation and adaptation in workplace			6
	Midterm Exam 1			7
	Human Resources development			8
	Motivation of human resources			9
	Evaluation and managing performance			10
	Reward management			11
	Fluctuation and absenteeism of human resources			12
	Employee well-being and employment relationships			12
	Midterm Exam 2			14
Presentations and consultations			15	
Teaching/Learning Methods	Teaching/Learning Activity			Weight (%)
	1. Lectures			60
	2. Seminars			10
	3. Case studies			10

	4. Problem-based learning		20
	5. Study visits		-
	6. Work placement		-
Assessment Methods	Assessment Activity	Number	Week
	1. Class Activity		1-15
	2. Seminar work		1-15
	3. Midterm Exam 1	1	7
	4. Midterm Exam 2	1	14
Course resources	Resources		Number
	1. Class		1
	2. Projector		1
	3. Moodle		1
ECTS Workload	Activity		Weekly
	Lectures		2
	Seminars		1
	Intermediary exams		2
	Independent studying		3
	Exams		1
Literature/References	Primary literature		
	1. Papers/materials prepared by the lecturer		
	• David A. DeCenzo, Stephen P. Robbins, Susan L. Verhulst, Fundamentals of Human Resource Management, 12th edition, Wiley, John Wiley&Sons Inc.		
	• Paul Banfield & Rebecca Kay “ Introduction to HRM ”		
	Secondary literature		
• Luis R. Gomez-Mejia, David B. Balkin, Robert L. Cardy “ Managing Human Resources ” Prentice Hall			
• Philips Gully “ Human Resource Management ”, South-Western Cengage Learning			