

Course Title	Human Resource Management				
Course Code	HRMG202				
Course Type	Theoretical				
Level	Diploma/Higher Diploma				
Year / Semester	2 nd Year / 4 th Semester				
Teacher's Name	Panayiotou Elena				
ECTS	4	Lectures / week	2	Laboratories / week	-
Course Purpose and Objectives	<p>This course introduces students to human resource management. Students will cover decisions making processes on hiring, training and employee rewards.</p> <p>The objective of this course is to teach the students the basic principles and application of human resource management procedures within an organisation.</p>				
Learning Outcomes	<p>By the end of this course, students are expected to:</p> <ul style="list-style-type: none"> ▪ Understand human resource management from a systemic, strategic perspective ▪ Describe the field of "human resource management" and its relevance to managers and employees in work organizations ▪ Describe fundamental employment laws ▪ Be able to conduct basic job analysis and apply understanding of job requirements to other human resource management such as selection, performance appraisal, and compensation ▪ Recognize basic human resource management tools such as performance appraisal forms, and describe some of the technical details of human resource management practices ▪ Be able to analyse business challenges involving human resource systems 				
Prerequisites	MGMT210	Required			
Course Content	<p>The course covers the following topics:</p> <ul style="list-style-type: none"> ▪ Fundamentals of HR Management ▪ The Legal Context of HR ▪ Employee Rights & Sexual Harassment ▪ Recruiting & Selection ▪ Socialization, Orientation, and Development ▪ Benefits & Rewards ▪ Evaluating Performance ▪ Ethics in HRM & Labour Relations ▪ Safety & Health ▪ Global View of Human Resources 				
Teaching Methodology	The class involves lectures, videos, readings and small group exercises, case analyses and discussions.				
Bibliography	<ul style="list-style-type: none"> • Robbins, Stephen P. (2011), Fundamentals of Management: Essential concepts and applications, Prentice Hall, ISBN: 9780136109822. 				

	<ul style="list-style-type: none"> • Dessler, Gary (2020), Human Resource Management, Pearson, ISBN: 978-1-292-30912-5.
Assessment	<ul style="list-style-type: none"> ▪ Attendance and Participation 10% ▪ Assignment 10% ▪ Intermediate Written Examination 30% ▪ Final Written Examination 50%
Language	English or Greek