

## COURSE OUTLINE

### 1. GENERAL

<b>SCHOOL</b>	Economic , social and political studies		
<b>DEPARTMENT</b>	Economics		
<b>LEVEL OF STUDIES</b>	Level 6		
<b>COURSE CODE</b>	<b>NK 507</b>	<b>SEMESTER</b>	
<b>COURSE TITLE</b>	Human Resource Management		
<b>TEACHING ACTIVITIES</b> <i>If the ECTS Credits are distributed in distinct parts of the course e.g. lectures, labs etc. If the ECTS Credits are awarded to the whole course, then please indicate the teaching hours per week and the corresponding ECTS Credits.</i>		<b>TEACHING HOURS PER WEEK</b>	<b>ECTS CREDITS</b>
		4	6
Please, add lines if necessary. Teaching methods and organization of the course are described in section 4.			
<b>COURSE TYPE</b> <i>Background, General Knowledge, Scientific Area, Skill Development</i>	General Knowledge, Scientific Area		
<b>PREREQUISITES:</b>	No		
<b>TEACHING &amp; EXAMINATION LANGUAGE:</b>	Greek		
<b>COURSE OFFERED TO ERASMUS STUDENTS:</b>	Yes		
<b>COURSE URL:</b>	<a href="https://econ.duth.gr/en/courses/human-resources-management/">https://econ.duth.gr/en/courses/human-resources-management/</a>		

### 2. LEARNING OUTCOMES

<b>Learning Outcomes</b> <i>Please describe the learning outcomes of the course: Knowledge, skills and abilities acquired after the successful completion of the course.</i>
<p>Upon successful completion of this course, students will be able to:</p> <ul style="list-style-type: none"> <li>– Demonstrate an understanding of basic HRM theories</li> <li>– Apply their understanding of theoretical models to analyze trends in data pertaining to topics in HRM.</li> <li>– Apply their understanding of theoretical models to case studies presented in the course.</li> <li>– Construct, defend, and analyze important HRM issues.</li> </ul>
<b>General Skills</b> <i>Name the desirable general skills upon successful completion of the module</i> <i>Search, analysis and synthesis of data and Project design and management</i>

<i>information, ICT Use Adaptation to new situations Decision making Autonomous work Teamwork Working in an international environment Working in an interdisciplinary environment Production of new research ideas</i>	<i>Equity and Inclusion Respect for the natural environment Sustainability Demonstration of social, professional and moral responsibility and sensitivity to gender issues Critical thinking Promoting free, creative and inductive reasoning</i>
<i>Persoal work, team work, decision-making</i>	

### 3. COURSE CONTENT

This course examines the role of the human resource professional as a strategic partner in managing today's organizations. Key functions such as recruitment, selection, development, appraisal, retention, compensation, and labor relations are examined. Implications of legal and global environments are appraised and current issues such as diversity training, sexual harassment policies, and rising benefit costs are analyzed. Best practices of employers of choice are considered.

- Introduction to Human Resources Management
- Managing Equal Opportunity and Diversity Personnel Planning, Recruiting, and Talent Management
- Testing and Selecting Employees Techniques
- Training and Developing Employees
- Appraising and Compensating Employees
- Performance Management, Appraisals, and Careers Techniques
- Compensating Employees
- Managing Employee Ethics, Engagement, Retention, and Fair Treatment
- Managing Labor Relations and Collective Bargaining Concepts
- Protecting Safety and Health
- Practical HR Tools, Guidelines, and Systems for Managers

### 4. LEARNING & TEACHING METHODS - EVALUATION

<b>TEACHING METHOD</b> <i>Face to face, Distance learning, etc.</i>	Face to face	
<b>USE OF INFORMATION &amp; COMMUNICATIONS TECHNOLOGY (ICT)</b> <i>Use of ICT in Teaching, in Laboratory Education, in Communication with students</i>	Power point presentations, uploading pertinent material on e-class platform, searching literature and relevant data via electronic databases and archives.	
<b>TEACHING ORGANIZATION</b> <i>The ways and methods of teaching are described in detail. Lectures, Seminars, Laboratory Exercise, Field Exercise, Bibliographic research &amp; analysis, Tutoring, Internship (Placement),</i>	<b>Activity</b>	<b>Workload/semester</b>
	Lectures	39
	HR workshop	10
	Case studies	20

<p><i>Clinical Exercise, Art Workshop, Interactive learning, Study visits, Study / creation, project, creation, project. Etc.</i></p> <p><i>The supervised and unsupervised workload per activity is indicated here, so that total workload per semester complies to ECTS standards.</i></p>	Course Total	69
<p><b>STUDENT EVALUATION</b></p> <p><i>Description of the evaluation process</i></p> <p><i>Assessment Language, Assessment Methods, Formative or Concluding, Multiple Choice Test, Short Answer Questions, Essay Development Questions, Problem Solving, Written Assignment, Essay / Report, Oral Exam, Presentation in audience, Laboratory Report, Clinical examination of a patient, Artistic interpretation, Other/Others</i></p> <p><i>Please indicate all relevant information about the course assessment and how students are informed</i></p>	<p>Written examination, Essays Presentation of essays</p>	

## 5. SUGGESTED BIBLIOGRAPHY

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- Torrington, D., L. Hall, S. Taylor and C. Atkinson.(2011) Human resource management, Harlow: Financial Times.