

Human Resource & Talent Management (HRT962)	
Course Purpose and Objectives	<p>This course aims to:</p> <ul style="list-style-type: none"> ▪ Offer students a critical introduction to the key elements of human resource management as well as an introduction to the employment law on each of these elements. ▪ Demonstrate how the social sciences can assist in understanding the management of human resources; and to examine and evaluate human resource policies and practices of organisations. ▪ Provide students with an indepth understand and critical knowledge of critical functions, which include human resources planning, recruitment, selection, performance management, compensation, training and development, employee relations. ▪ Develop students’ ability to analyse and critically evaluate HR policies and practices. ▪ Appreciate the critical role played by HRM in contributing to the performance and success of every organisation. ▪ Provide students an introduction to the Human Resource Information System field, its recent developments and assist students to appreciate its use in the modern organization.
Learning Outcomes	<p>Upon completion of this course, students will be able to:</p> <ul style="list-style-type: none"> ▪ Demonstrate people management skills essential for HR work such as: selection interviewing; appraisal interviewing; disciplinary interviewing; delivering training; making presentations; project management and managing performance. ▪ Manage own professional development and provide leadership to others in the achievement of ongoing competence in human resources professional practice. ▪ Identify and critically evaluate major contemporary research and debates in the fields of human resource management and human resource development. ▪ Apply new and creative responses to HR problems and practices in a practical setting. ▪ Design appropriate combinations of HR policies and practices as a response to organizational problems. ▪ Appreciate the reasons for introducing an HRIS system, understand its main functions and features as well as advanced HRIS applications. ▪ Identify the impact of employment law on HRM practice and the objectives of employment law.
Course Content	<p>Week 1: The historic development of HRM; Introduction to contemporary HRM</p> <p>Part I: Recruitment, Placement, and Talent Management</p> <p>Week 2: Job Analysis and the Talent Management Process</p> <p>Week 3: Personnel Planning and Recruiting</p> <p>Week 4: Employee Testing, Interviewing and Selection</p> <p>Week 5: Employment Law on Recruitment, Placement and Talent Management</p> <p>Week 6: Part I Case Study: Features of a talent management strategy</p> <p>Part II: Training and Development</p> <p>Week 7: Training and Developing Employees</p> <p>Week 8: Performance Management and Appraisal</p> <p>Week 9: Managing Careers and Retention</p> <p>Week 10: Employment Law on Training and Development</p> <p>Week 11: Part II Case Study on Training and Development</p> <p>Part III: Compensation</p>

Week 12: Establishing Strategic Pay Plans

Week 13: Pay for Performance and Financial Incentives

Week 14: Employment Law on Compensation

Week 15: Part III Case Study on Compensation

Part IV: Enrichment Topics in Human Resource Management

Week 16: Health, Safety, Well-being and Work-life Balance

Week 17: Diversity, Equal Opportunity and Law

Week 18: Managing Human Resources in Small and Entrepreneurial Firms

Week 19: Labour Relations and Collective Bargaining

Week 20: Ending the Employment Relationship

Week 21: Part IV Case Study on Enrichment Topics in Human Resource Management

Part V: HRM Information Systems

Week 22: Conducting System Needs Assessments

Week 23: Determining System Specifications

Week 24: Selecting an HR Information System and Issues to Consider

Week 25: Using HR Data for Enterprise Management

Week 26: Revision

Week 27-28: Examinations