

## **Tárgytematika / Course Description**

### **Human resources management**

**NGB\_SV115\_1**

**Tárgyfelelős neve /**

**Teacher's name:** Magyar-Stifter Viktória

**Félév / Semester:** 2016/17/2

**Beszámolási forma /**

**Assesment:** Vizsga

**Tárgy heti óraszám /**

**Teaching hours(week):** 2/2/0

**Tárgy féléves óraszám /**

**Teaching hours(sem.):** 0/0/0

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### **OKTATÁS CÉLJA / AIM OF THE COURSE**

This course introduces the field of the life in workplace. It covers a wide breadth of theories and applications dealing with different HRM activities, like recruitment and selection, performance appraisal and training. The goal of this course is to help you develop a conceptual understanding of theories and to provide you with skills to put those ideas and theories into practice.

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### **TANTÁRGY TARTALMA / DESCRIPTION**

Human Resource Management in Perspective. The Challenge of HRM. Meeting HR Requirements. Job analysis, Employee Involvement and Flexible Work Schedules. Developing Effectiveness in HR. Recruitment and Careers. Employee Selection. Appraising and Improving Performance.

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### **SZÁMONKÉRÉSI ÉS ÉRTÉKELÉSI RENDSZERE / ASSESSMENT'S METHOD**

Active participation at the lectures, do homeworks.

Points and grades:

0-39 points: Fail (1)

40-54 points: Pass (2)

55-69 points: Satisfactory (3)

70-84 points: Good (4)

85-100 points: Excellent (5)

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### **KÖTELEZŐ IRODALOM / OBLIGATORY MATERIAL**

Bratton, J. - Gold, J.: Human Resource Management - Theory and Practice

Bohlander, S: Principles of Human Resource Management