



MODULE DESCRIPTION

Module code	full-time studies:	Z-ZIP1-E-411a
	part-time studies:	Z-ZIPN1-E-411a
Module name	Human Resource Management	
Module name in Polish	Zarządzanie zasobami ludzkimi	
Valid from academic year	2023/2024	

MODULE PLACEMENT IN THE SYLLABUS

Field of study	MANAGEMENT AND PRODUCTION ENGINEERING
Level of education	1st degree
Studies profile	General
Form and method of conducting classes	Full-time and Part-time
Specialisation	All
Unit conducting the module	Department of Management and Organization
Module co-ordinator	Anna Sołtys, PhD
Approved by:	Dariusz Bojczuk, PhD, DSc

MODULE OVERVIEW

Type of subject / group of subjects	Basic
Module status	Non-compulsory
Language of conducting classes	English
Module placement in the syllabus - semester	Semester IV
Initial requirements	No requirements
Examination (YES/NO)	NO
Number of ECTS credit points	2

Method of conducting classes		Lecture	Classes	Laboratory	Project	Other
Per semester	full-time studies:	15		15		
	part-time studies:	9		9		

TEACHING RESULTS AND THE METHODS OF ASSESSING TEACHING RESULTS

Category	Symbol	Learning outcomes	Assignations to the directional learning outcomes
Knowledge	W01	The student has a basic knowledge of the system and conditions of human resource management in enterprises. He knows the key concepts in the field of human resource management.	ZIP1_W13
	W02	The student knows the key methods and instruments of human resource management in the field of recruitment and selection, motivating, rewarding and assessing employees.	ZIP1_W13
Skills	U01	The student is able to analyze the causes and effects of problems in human resource management.	ZIP1_U01
	U02	The student is able to use the methods and instruments in the field of solving problems in human resource management.	ZIP1_U01 ZIP1_U19
	U03	The student is able to work with a group in solving case studies.	ZIP1_U02
Social competences	K01	The student is aware of the importance of professional action and compliance with professional ethics.	ZIP1_K03

TEACHING CONTENTS

Method of conducting classes	Teaching contents
Lecture	The role and specificity of HRM in organization. The process of HRM – planning, recruitment, selection, development: training, promotion, performing evaluation, recruitment. Motivating and rewarding employees. Pathological phenomena in the organization.
Laboratory	Creating a job description, a job advertisement, criteria for assessing work and employees; description of competencies for the selected job position, career management – using the accurate methods and techniques.

METHODS OF ASSESSING TEACHING RESULTS

Symbol	Methods of checking the learning outcomes (select X)					
	Oral exam	Written exam	Test	Project	Statement	Other
W01			X			
W02			X			
U01						X
U02						X
U03						X
K01						X

FORM AND CONDITIONS OF PASSING

Form of classes	Form of credit	Passing conditions
Lecture	Credit with grade	Obtaining at least 60% of the points of the final test.
Laboratory	Credit with grade	Active participation in at least 50% of individual and group tasks.

STUDENT WORKLOAD

Balance of ECTS points												
No.	Type of student's activity	Student's workload										Unit
		full-time					part-time					
1.	Participation in the activities	Lc	C	Lb	P	O	Lc	C	Lb	P	O	h
		15		15			9		9			
2.	Other (consultation, exam)	2		2			2		2			h
3.	Number of hours of a student's as- sisted work	34					22					h
4.	Number of ECTS credit points which are allocated for assisted work	1,4					0,9					ECTS
5.	Number of hours of a student's un- assisted work	16					28					h
6.	Number of ECTS credit points which a student receives for unassisted work	0,6					1,1					ECTS
7.	Work input connected with practical classes	25					25					h
8.	Number of ECTS credit points which a student receives for practical classes	1,0					1,0					ECTS
9.	Total number of hours of a stu- dent's work	50					50					h
10.	Punkty ECTS za moduł <i>1 ECTS=25 hours</i>	2										ECTS

LITERATURE

1. Hove P., Mufudza T. (2012), *Principles of Human Resources Management*, KS OmniScriptum Publishing.
2. *Human Resource Management*, Open University of Hong Kong, https://www.opentextbooks.org.hk/system/files/export/32/32088/pdf/Human_Resource_Management_32088.pdf
3. Sharma R. (2013), *7 Emerging Trends in Human Resources Management (HRM)*, <https://www.zimyo.com/resources/insights/trends-in-human-resource-management>