

Faculty of Commerce & Business Administration

Intermediate Topics in HRM

Information :

Course Code : MGT 419

Level : Undergraduate

Course Hours : 3.00- Hours

Department : Department of Management

Instructor Information :

Title	Name	Office hours
Professor	Ghadeer Mohamed Badr Eldin Aboul Ela	4
Assistant Lecturer	LARA AYMAN ABOUBAKR TAHA SHAALAN	

Area Of Study :

This course is based on a proactive approach to the management of people. Using your workplace as the starting point, you will walk through a strategic, competency-based facilitation model of human resource management. You will deal with practical aspects of managing people in the workplace in activities ranging from the assessment of the global environment to the identification of staffing needs and competencies that impact human resource decisions. You will assess the importance of coaching and open communication when inspiring individuals to overcome barriers to peak performance. Throughout the course, you will learn from others in your group as they apply the model to their environment. You will learn by doing and by applying what you learn to your own work environment

Description :

Intermediate examination of contemporary practice in human resource management, including recruitment and selection, training and development, performance appraisal, compensation and benefits, and employee reactions

Course outcomes :

a. Knowledge and Understanding: :

1 -	? Take a strategic approach to human resource management
2 -	? Assess the global human resources environment in which your organization operates.
3 -	? Forecast the human resource needs of your organization or department.
4 -	? Do a job analysis and competency audit of your organization and/or department.
5 -	? Identify competency gaps in your organization or department.

c. Professional and Practical Skills: :

1 -	? Provide feedback to employees to help them reach personal and organizational goals.
2 -	? Use powerful "coaching" questions to help employees attain personal and organizational goals.
3 -	? Use competency-based recruitment and selection techniques.
4 -	? Manage and motivate employees using the basic principles of strategic human resource management.

d. General and Transferable Skills: :

1 -	? Reflect on their own behavior as managers.
-----	--

Course Topic And Contents :

Topic	No. of hours	Lecture	Tutorial / Practical
Introductions and a Model for Advanced Human Resources	4	3	1
Getting the Global Picture	4	3	1
Going from Good to Great: External Factors and Global Perspectives	4	3	1
Understanding Human Resources Stakeholders	4	3	1
First midterm	4	3	1
Understanding Staffing Needs and Options	4	3	1
Core Competencies	4	3	1
Second midterm	4	3	1
Recruitment Strategies	4	3	1
Delivering Employee Feedback	4	3	1
Assessing Willingness to Work	4	3	1
Group Presentation 1	4	3	1
Group Presentation 2	4	3	1
Coaching	4	3	1
The Four-Step Process for Building Human Resources Strategy	4	3	1

Teaching And Learning Methodologies :

- Data show and computers.

Group discussion

Self-learning.

Course Assessment :

Methods of assessment	Relative weight %	Week No	Assess What
Final exam	40.00	16	
First Mid-term exam	20.00	6	
Second Mid-term exam	20.00	11	
Course work	20.00	13	

Course Notes :

Course notes, handouts, PowerPoint Slides

Recommended books :

Schwind, H., Das, H., and T. Wagar. Canadian Human Resource Management: 8th ed. Toronto: McGraw-Hill Ryerson, 2007. Type: Textbook. ISBN: 978-0-07-095176-1

Periodicals :

Periodicals,

Web Sites :

Web sites