

Module description (syllabus): Zarządzanie zasobami ludzkimi

Module title:	Zarządzanie zasobami ludzkimi	ECTS	4
Module title translation:	Human resources management		
Module for study direction:	Ekonomia		

Module language: angielski		Study level: 2	
Study cycle: stacjonarne	Module status: kierunkowy - obowiązkowy	Semester number: 1 semestr zimowy	
Academic Year from which module description is valid :		2019/2020	Catalogue number: EKR-E-2S-1-03-KO-2019-EN

Person in charge of the module:	Joanna Palisziewicz, dr hab., prof. SGGW		
Teachers responsible for classes:			
Unit responsible for the module:	Instytut Zarządzania		
Faculty in charge:	Wydział Ekonomiczny		
Objectives of the module:	a. Synthesize information regarding the effectiveness of recruiting methods and the validity of selection procedures, and make appropriate staffing decisions. b. Design a training program using a useful framework for evaluating training needs, designing a training program, and evaluating training results. c. Demonstrate knowledge of employee benefit concepts, plan design, administrative considerations and regulations governing employee benefit practices d. Align HR systems with the strategic business objectives of a firm Lectures This course teaches the traditional role, tasks, and duties performed by Human Resources Management in small and large organizations. First, it exposes the students to the more traditional human resources functions such recruitment, compensation, benefits, job design, employee training, career development, reward systems, etc. The second part develops an understanding of concepts, analytical tools, and skills underlying the strategic alignment of the Human Resources Management role in the organization and the organization objectives. This second part of the course teaches how successful organizations manage human resources in order to compete efficiently in a dynamic and global environment. It presents all the activities that successful human resources use to affect the behaviors of the members of the organization to enhance profitability and customer satisfaction. Classes Managing Human Resources Trends in Human Resource Management Analyzing Work and Designing Jobs Planning for and Recruiting Human Resources Selecting Employees and Placing Them in Jobs Training Employees Managing Employees' Performance Developing Employees for Future Success Separating and Retaining Employees Establishing a Pay Structure Recognizing Employee Contributions with Pay Providing Employee Benefits		
Teaching forms and number of hours:	a. lectures - no of hours: full time study: 15, part-time study. 0 b. classes - no of hours: full time study: 15, part-time study. 0		
Teaching methods:	discussion, case study		
Initial requirements and formal prerequisites:			
Learning outcomes:	Knowledge - knows and understands: 1. Zna i rozumie w pogłębionym stopniu główne współczesne ekonomiczno-społeczne problemy człowieka, przedsiębiorstwa, regionu, kraju i świata oraz złożone uwarunkowania wpływające na wzmacnianie pozytywnych zmian i ograniczanie negatywnych	Skills - can: 2. Potrafi za pomocą krytycznej analizy dobierać, oceniać i właściwie interpretować informacje oraz dobierać i stosować odpowiednie do rozwiązywanego problemu metody i narzędzia badawcze z zakresu ekonomii	Competences - is ready for: 3. Jest gotów do krytycznej oceny własnej wiedzy i odbieranych informacji w zakresie zagadnień ekonomicznych, uznawania znaczenia wiedzy w życiu zawodowym oraz zasięgania opinii ekspertów
Assesment methods:	test on classes (efekty: 1), evaluation of the work done as part of the student's own work (effects: 1), assessment of activities during classes (effects: 2,3)		

Formal documentation of the learning outcome:	tests, exams
Elements of the final grade and their weights:	test during classes - 60%, evaluation of the work done as part of the student's own work - 20%, assessment of activities during classes - 20%
Place of teaching:	Sala dydaktyczna
Teaching materials (obligatory and additional): 1. R. A. Noe, N. Hollenbeck, B. Gerhart, G. Wright, Fundamentals of human resource management, McGraw-Hill 2016 2. R.L. Mathis, J.H.Jackson, Human Resource Management, Thomson South Western, 2006	
Remarks: +, ver-lw	

Quantitative indicators describing the module:	
Estimated total number of student work hours (contact and own work) necessary to achieve the learning outcomes assumed for the module - on this basis, complete the ECTS field:	90/0
The total number of ECTS points which the student receives in module requiring direct participation of academic teachers or other persons:	1.6/0 ECTS

Table of compliance of the directional learning outcomes with the effects of the module			
Outcome category	Learning outcomes for module:	Reference to effects for the study program for the direction of study	The impact of classes on the directional effect*)
Knowledge	1. Zna i rozumie w pogłębionym stopniu główne współczesne ekonomiczno-społeczne problemy człowieka, przedsiębiorstwa, regionu, kraju i świata oraz złożone uwarunkowania wpływające na wzmacnianie pozytywnych zmian i ograniczanie negatywnych	EK2_KW04	1
Skills	2. Potrafi za pomocą krytycznej analizy dobierać, oceniać i właściwie interpretować informacje oraz dobierać i stosować odpowiednie do rozwiązywanego problemu metody i narzędzia badawcze z zakresu ekonomii	EK2_KU02	
Competences	3. Jest gotów do krytycznej oceny własnej wiedzy i odbieranych informacji w zakresie zagadnień ekonomicznych, uznawania znaczenia wiedzy w życiu zawodowym oraz zasięgania opinii ekspertów	EK2_KK01	

*) 3 - advanced and detailed, 2 - significant, 1 - basic