

TOROS ÜNİVERSİTESİ

Vocational School
Justice

Course Information

HUMAN RESOURCES MANAGEMENT					
Code	Semester	Theoretical	Practice	National Credit	ECTS Credit
		Hour / Week			
ADL231	Fall	2	0	2	2

Prerequisites and co-requisites	
Language of instruction	Turkish
Type	Elective
Level of Course	Associate
Lecturer	Lecturer Mehmet Enes SALKIN
Mode of Delivery	Face to Face
Suggested Subject	Nothing
Professional practise (internship)	None
Objectives of the Course	Businesses are well-trained human resources, work discipline, which is capable of analyzing the environment, exploring, learning, sharing knowledge, vision and aims to be open to change and employees. Efficient, who enjoys his work, is to create a happy and positive-minded employees.
Contents of the Course	Human resource management activities. The main roles of human resources management. Human resource management objectives. Strategic human resource management. The organizational structure of the human resources department.

Learning Outcomes of Course

#	Learning Outcomes
1	To explain the historical development of human resources management.
2	To list the areas of operations of human resources management.
3	Summarize the main roles and objectives of human resource management.
4	To explain the reasons and the process of strategic human resource management requires.
5	Define how to construct an organizational structure for the management of human resources.

Course Syllabus

#	Subjects	Teaching Methods and Technics
1	Human Resources Management.	Lecture, discussion, presentation
2	Process and Structure of Human Resources Development.	Lecture, discussion, presentation
3	Business Analysis.	Lecture, discussion, presentation
4	Human Resources Planning Organizations.	Lecture, discussion, presentation
5	Human Resources Planning Organizations.	Lecture, discussion, presentation
6	Recruitment and Exercise.	Lecture, discussion, presentation
7	Recruitment and Exercise.	Lecture, discussion, presentation
8	Midterm Exam	
9	Career Management.	Lecture, discussion, presentation
10	Staff Discipline.	Lecture, discussion, presentation

11	Staff Discipline.	Lecture, discussion, presentation
12	International Human Resource Management.	Lecture, discussion, presentation
13	International Human Resource Management.	Lecture, discussion, presentation
14	Human Resources Information System and e-Human Resources.	Lecture, discussion, presentation
15	Human Resources Information System and e-Human Resources.	Lecture, discussion, presentation
16	Final Exam	

Course Syllabus

#	Material / Resources	Information About Resources	Reference / Recommended Resources
1	Örgütlerde İnsan Kaynakları Yönetimi, Anadolu Üniversitesi yayını No: 2846, Prof.Dr. Ramazan GEYLAN.		

Method of Assessment

#	Weight	Work Type	Work Title
1	40%	Mid-Term Exam	Mid-Term Exam
2	60%	Final Exam	Final Exam

Relationship between Learning Outcomes of Course and Program Outcomes

#	Learning Outcomes	Program Outcomes	Method of Assessment
1	To explain the historical development of human resources management.	9,15,16	1,2
2	To list the areas of operations of human resources management.	9,15,16	1,2
3	Summarize the main roles and objectives of human resource management.	9,15,16	1,2
4	To explain the reasons and the process of strategic human resource management requires.	9,15,16	1,2
5	Define how to construct an organizational structure for the management of human resources.	9,15,16	1,2

PS. The numbers, which are shown in the column Method of Assessment, presents the methods shown in the previous table, titled as Method of Assessment.

Work Load Details

#	Type of Work	Quantity	Time (Hour)	Work Load
1	Course Duration	14	2	28
2	Course Duration Except Class (Preliminary Study, Enhancement)	14	2	28
3	Presentation and Seminar Preparation	0	0	0
4	Web Research, Library and Archival Work	0	0	0
5	Document/Information Listing	0	0	0
6	Workshop	0	0	0
7	Preparation for Midterm Exam	1	1	1
8	Midterm Exam	1	1	1
9	Quiz	0	0	0
10	Homework	0	0	0
11	Midterm Project	0	0	0
12	Midterm Exercise	0	0	0
13	Final Project	0	0	0

14	Final Exercise	0	0	0
15	Preparation for Final Exam	1	1	1
16	Final Exam	1	1	1
				60