# TOROS ÜNIVERSITESI

Faculty Of Economic, Administrative And Social Sciences Psychology (English)

#### **Course Information**

HUMAN RESOURCES MANAGEMENT						
Code	Semester	Theoretical	Practice	National Credit	ECTS Credit	
	Hour / Week					
MAN403	Fall	3	0	3	5	

Prerequisites and co- requisites	
Language of instruction	Turkish
Туре	Elective
Level of Course	Bachelor's
Lecturer	Assoc.Prof.Dr. Köksal HAZIR
Mode of Delivery	Face to Face
Suggested Subject	
Professional practise ( internship )	None
Objectives of the Course	This course aims to introduce functions of human resource management and help improving fundamentals regarding organization management.
Contents of the Course	Strategic human resource management, job anaysis and design, human resource planning, recruiting and selection, training, career planning, performance appraisal, compensation, employee rights and responsbilities

# **Learning Outcomes of Course**

#	Learning Outcomes
1	Define concepts of HRM
2	Explain HRM through strategic perspective
3	Explain job analysis and design
4	Explain orientation, training and career planing
5	Explain job and performance evaluation and their methods
6	Explain job security

# **Course Syllabus**

#	Subjects	Teaching Methods and Technics
1	Introduction: Basic concepts and information about HRM	Power Point Slides
2	Strategic HRM	Power Point Slides
3	Job analysis and design	Power Point Slides
4	Human resource planning	Power Point Slides
5	Recruiting and selection	Power Point Slides
6	Orientation and Training	Power Point Slides
7	Career Planning	Power Point Slides
8	Mid-term Exam	Multiple Choice Exam
9	Perfomance Appraisal	Power Point Slides
10	Job evaluation	Power Point Slides

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11	Compensation	Power Point Slides	
12	12 Job security Power Point Slides		
13	Employee-Employer Relations	Power Point Slides	
14	Project Presantations	Student's Power Point Slides	
15	Overview	Power Point Slides	
16	Final Exam	Multiple Choice Exam	

# **Course Syllabus**

#	Material / Resources	Information About Resources	Reference / Recommended Resources
1	Human Resource Management. Aktüel Publish. Prof.Dr. Zeyyat SABUNCUOĞLU		

#### **Method of Assessment**

#	# Weight Work Type		Work Title		
1	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	Define concepts of HRM		1,2
2	Explain HRM through strategic perspective		1,2
3	Explain job analysis and design		1,2
4	Explain orientation, training and career planing		1,2
5	Explain job and performance evaluation and their methods		1,2
6	Explain job security		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	3	42
2	Course Duration Except Class (Preliminary Study, Enhancement)	14	5	70
3	Presentation and Seminar Preparation	0	0	0
4	Web Research, Library and Archival Work	2	8	16
5	Document/Information Listing	0	0	0
6	Workshop	0	0	0
7	Preparation for Midterm Exam	1	10	10
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	1	10	10
14	Final Exercise	0	0	0

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1	Final Exam	1	1	1
1	Preparation for Final Exam	1	14	14