

TOROS ÜNİVERSİTESİ

Faculty Of Health Sciences

Course Information

| HUMAN RESOURCES MANAGEMENT | | | | | |
|----------------------------|----------|-------------|----------|-----------------|-------------|
| Code | Semester | Theoretical | Practice | National Credit | ECTS Credit |
| | | Hour / Week | | | |
| SKY318 | Spring | 3 | 0 | 3 | 4 |

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|---|---|
| Prerequisites and co-requisites | None |
| Language of instruction | Turkish |
| Type | Required |
| Level of Course | Bachelor's |
| Lecturer | Assoc.Prof.Dr. Abdullah ÇALIŞKAN |
| Mode of Delivery | Face to Face |
| Suggested Subject | None |
| Professional practise (internship) | None |
| Objectives of the Course | Discussing important current issues in the field of Human Resources, developing the ability to follow current issues and interpreting |
| Contents of the Course | Discussing the important concepts and applications of Human Resources with current examples and interpreting the main factors affecting the Human Resources decisions |

Learning Outcomes of Course

| # | Learning Outcomes |
|---|---|
| 1 | To be able to explain the place and importance and the functions of human resource management |
| 2 | To be able to explain work force planning |
| 3 | To be able to explain how to do job analysis |
| 4 | To be able to explain human resource recruitment and selection |
| 5 | To be able to prepare orientation and training programs |
| 6 | To be able to explain performance appraisal |

Course Syllabus

| # | Subjects | Teaching Methods and Technics |
|----|---|-----------------------------------|
| 1 | Place and importance of human resource management | Lecture, discussion, presentation |
| 2 | Functions of human resource management | Lecture, discussion, presentation |
| 3 | Work force planning | Lecture, discussion, presentation |
| 4 | Job analysis | Lecture, discussion, presentation |
| 5 | Job analysis | Lecture, discussion, presentation |
| 6 | Human resource recruitment and selection | Lecture, discussion, presentation |
| 7 | Human resource recruitment and selection | Lecture, discussion, presentation |
| 8 | Mid-term Exam | |
| 9 | Orientation and training programs | Lecture, discussion, presentation |
| 10 | Orientation and training programs | Lecture, discussion, presentation |
| 11 | Performance appraisal | Lecture, discussion, presentation |

| | | |
|----|--------------------------|-----------------------------------|
| 12 | The issues of discipline | Lecture, discussion, presentation |
| 13 | Discipline | Lecture, discussion, presentation |
| 14 | Salary management | Lecture, discussion, presentation |
| 15 | Evaluation Period | Lecture, discussion, presentation |
| 16 | Final Exam | |

Course Syllabus

| # | Material / Resources | Information About Resources | Reference / Recommended Resources |
|---|--|-----------------------------|-----------------------------------|
| 1 | SABUNCUOĞLU Zeyyat (2015), İnsan Kaynakları Yönetimi, Aktüel Yayınları, Bursa. | | |

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 be able to explain the place and importance and the functions of human resource management | 11,14 | 1,2 |
| 2 | To be able to explain work force planning | 11,14 | 1,2 |
| 3 | To be able to explain how to do job analysis | 11,14 | 1,2 |
| 4 | To be able to explain human resource recruitment and selection | 11,14 | 1,2 |
| 5 | To be able to prepare orientation and training programs | 11,14 | 1,2 |
| 6 | To be able to explain performance appraisal | 11,14 | 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 | 3 | 42 |
| 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 | 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 | 0 | 0 | 0 |
| 14 | Final Exercise | 0 | 0 | 0 |

| | | | | |
|----|----------------------------|---|---|------------|
| 15 | Preparation for Final Exam | 1 | 4 | 4 |
| 16 | Final Exam | 1 | 1 | 1 |
| | | | | 100 |