

COURSE OUTLINE

(1) General information

FACULTY/SCHOOL	SCHOOL OF ECONOMICS, BUSINESS & INTERNATIONAL STUDIES		
DEPARTMENT	BUSINESS ADMINISTRATION		
LEVEL OF STUDY	POSTGRADUATE		
COURSE UNIT CODE	ΔTE519		1 st
COURSE TITLE	HUMAN RESOURCE MANAGEMENT		
INDEPENDENT TEACHING ACTIVITIES <i>in case credits are awarded for separate components/parts of the course, e.g. in lectures, laboratory exercises, etc. If credits are awarded for the entire course, give the weekly teaching hours and the total credits</i>	WEEKLY TEACHING HOURS	CREDITS	
Lectures	5	3	
<i>Add rows if necessary. The organization of teaching and the teaching methods used are described in detail under section 4</i>			
COURSE TYPE <i>Background knowledge, Scientific expertise, General Knowledge, Skills Development</i>	General Knowledge		
PREREQUISITE COURSES:	No		
LANGUAGE OF INSTRUCTION:	Greek		
LANGUAGE OF EXAMINATION/ASSESSMENT:	Greek		
THE COURSE IS OFFERED TO ERASMUS STUDENTS			
COURSE WEBSITE (URL)	https://eclass.unipi.gr/courses/ODE446/		

(2) LEARNING OUTCOMES

Learning Outcomes

The course learning outcomes, specific knowledge, skills and competences of an appropriate (certain) level, which students will acquire upon successful completion of the course, are described in detail.

It is necessary to consult:

APPENDIX A

- Description of the level of learning outcomes for each level of study, in accordance with the European Higher Education Qualifications' Framework.
- Descriptive indicators for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and

APPENDIX B

- Guidelines for writing Learning Outcomes

The aim of the module is to provide students with the specific and relevant theoretical knowledge and to present methods and techniques needed for the development and implementation of plans for the attraction, selection, training, reward, evaluation and deployment of employees in organisations and business.

On successful completion of this course, students will be able to:

- Identify, describe the strategies and policies, the systems and processes required for the effective HR management
- Face and solve problems for the recruitment, selection, training and development of employees, as well as their performance evaluation.
- Extend their consulting role, as executives, on issues of employee deployment and development
- Understand and describe the development of strategic HRM, in a continuously changing national and international environment, as well as to develop relevant strategies

General Competences	
<i>Taking into consideration the general competences that students/graduates must acquire (as those are described in the Diploma Supplement and are mentioned below), at which of the following does the course attendance aim?</i>	
<i>Search for, analysis and synthesis of data and information by the use of appropriate technologies, Adapting to new situations Decision-making Individual/Independent work Group/Team work Working in an international environment Working in an interdisciplinary environment Introduction of innovative research</i>	<i>Project planning and management Respect for diversity and multiculturalism Environmental awareness Social, professional and ethical responsibility and sensitivity to gender issues Critical thinking Development of free, creative and inductive thinking (Other.....citizenship, spiritual freedom, social awareness, altruism etc.)</i>
<ul style="list-style-type: none"> - Search for, analysis and synthesis of data and information by the use of appropriate technologies, - Decision making - Group/Team work - Respect for diversity and multiculturalism - Critical Thinking - Development of free, creative and inductive thinking - Citizenship, spiritual freedom, social awareness, altruism etc. - Project planning and management - Adapting to new situations 	

(3) COURSE CONTENT

<ul style="list-style-type: none"> - Roles and Functions of Human Resource Management - Job Analysis - HR Planning - Recruitment & Selection - Welcome and Introduction of newly appointed employees - Training & Development - Performance Evaluation - Reward, Pay and Incentives

(4) TEACHING METHODS--ASSESSMENT

MODES OF DELIVERY <i>Face-to-face, in-class lecturing, distance teaching and distance learning etc.</i>	Face-to-Face
USE OF INFORMATION AND COMMUNICATION TECHNOLOGY <i>Use of ICT in teaching, Laboratory Education, Communication with students</i>	<p>Use of ICT in Teaching:</p> <ul style="list-style-type: none"> • Educational videos relevant to the course context • Podcats (TedEx, YouTube) relevant to the course context • Internet for searching data for assignments (in and out of the classroom) • Voting technology (Voting Technology Applications) (Kahoot, Mentimeter, Survey Monkey) <p>Use of ICT in Communication with students:</p> <ul style="list-style-type: none"> • E-mails exchange • Course's e-learning platform (messages, announcements, uploading relevant course material, assignments or exercises submission, etc.)

<p align="center">COURSE DESIGN</p> <p><i>Description of teaching techniques, practices and methods:</i> Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography, tutorials, Internship, Art Workshop, Interactive teaching, Educational visits, projects, Essay writing, Artistic creativity, etc.</p> <p><i>The study hours for each learning activity as well as the hours of self-directed study are given following the principles of the ECTS.</i></p>	Activity/Method	Semester workload
	Lectures-Interactive Teaching (Role Playing, Open Discussion, Real-life Examples and Business Examples from Tourism Sector, Videos, Audio/Use of Technology, Voting)-Presentations, Case studies	30
	Individual or Team/Group assignments	20
	Self-study	32
	Examination	2
	Total	84
<p align="center">STUDENT PERFORMANCE EVALUATION/ASSESSMENT METHODS</p> <p><i>Detailed description of the evaluation procedures:</i></p> <p><i>Language of evaluation, assessment methods, formative or summative (conclusive), multiple choice tests, short-answer questions, open-ended questions, problem solving, written work, essay/report, oral exam, presentation, laboratory work, other.....etc.</i></p> <p><i>Specifically defined evaluation criteria are stated, as well as if and where they are accessible by the students.</i></p>	<p>Language of evaluation: Greek</p> <p>Students are assessed with final written exams. The exam material is announced in class and posted on e-class platform, as part of the extended module guide, at the beginning of the semester. The written exam includes:</p> <ul style="list-style-type: none"> -Multiple choice questions -Short-answer questions -Open-ended questions -Short case study/problem solving <p>(Oral assessment is provided to students who belong to specific categories and cannot participate in written examinations, after informing the secretariat and the tutor by submitting the necessary supporting documents).</p> <p>The written exam consists 100% of the final mark. However, students are given the opportunity to improve their final mark by participating in the following (given the condition that the student achieves a mark of 5/10 in the final written exam):</p> <ul style="list-style-type: none"> -Written individual or group assignment up to 2 marks -Case studies' analysis in groups and presentation in class, up to 1 mark -In class discussion participation/Correct answers to in-class evaluative questions, up to 1 mark <p>Students get informed of the evaluation process, via the e-class platform, as well as in class by the module leader. Examples of the written examination styles are provided to students in class during the year.</p>	

(5) SUGGESTED BIBLIOGRAPHY:

-Suggested bibliography:

Chytiris L. (2018), Human Resource Management, Benos Publications, Athens.

Papalexandris N. & Bourantas D. (2016), Human Resource Management, Benos Publications, Athens.

-Additional bibliography:

Bourantas, D. (2015) Introduction to Management, 3rd Edition, Benos Publications, Athens.

Armstrong, M. & Taylor, S. (2020). *Armstrong's Handbook of Human Resource Management Practice*, 15th ed., Kogan Page, London.

Beardwell J. & Thompson A. (2017). *Human Resource Management-A Contemporary Approach*, 8th Edition, Pearson Education Limited, UK.

Bratton J. & Gold J. (2017). *Human Resource Management-Theory and Practice*, 6th Edition, Palgrave MacMillan Publications, USA.

Farnham,D. (2015). *Human Resource Management in Context: Strategy, Insights & Solutions*, 4rd Edition, CIPD.

Kew, J. & Stredwick, J. (2016). *Human Resource Management in a Business Context*, 3 rd Edition, CIPD.

Leatherbarrow, C. & Fletcher, J. (2019). *Introduction to HRM: A Guide to HR in Practice*, 4th ed., CIPD and Kogan Page, London

Rees G., Smith P.E. (2017). *Strategic Human Resource Management: An international perspective*, 2nd Edition, Sage, London.

Torrington D., Hill L., Taylor S. & Atkinson C. (2017). *Human Resource Management*, 10th Edition, Pearson Education Limited

Wilkinson A., Redman T. & Dundon T. (2017). *Contemporary Human Resource Management-Text and Cases*, 5th Edition, Pearson Education Limited, UK.

Wilton, N. (2019). *An introduction to Human Resource Management*, Sage, London.

-Relevant to Human Resource Management Greek journals

1.HR Professional

-Relevant to Human Resource Management International Journals

1. Human Resource Management
2. Human Resource Management Review
3. Human Resource Management International Digest
4. Human Resources Management Journal
5. Journal of Human Resources
6. International Journal of Human Resource Management
7. International Journal of Human Resource Studies
8. International Journal of Applied HRM
9. Academy of Management Annals
10. HR Magazine
11. Personnel Review
12. Academy of Management Learning and Education
13. British Journal of Industrial Relations
14. Academy of Management Review
15. Academy of Management Journal
16. Industrial Relations
17. Harvard Business Review
18. MIT Sloan Review
19. Organization Studies
20. Management Journal
21. Workforce
22. Human Relations
23. Employee Relations
24. Work, Employment and Society
25. Personnel Psychology
26. Journal of Management Studies
27. Strategic Management Journal
28. Academy of Management Perspectives
29. Journal of Tourism and Hospitality
30. Tourism Annals
31. Annals of Tourism Research
32. Journal of Hotel and Business Management
33. Journal of Tourism Research and Hospitality
34. Journal of Sustainable Tourism
35. Tourism Management
36. TOURISMOS: An International Multidisciplinary Refereed Journal of Tourism

Additional bibliography may be found in the following links, and in the university library:

<http://www.scimagojr.com/journalrank.php?category=1407>

<https://scholar.google.co.uk>

<https://www.cipd.co.uk/#gref> (Chartered Institute of Personnel Development)

