

HUMAN RESOURCE MANAGEMENT

1	Course Title:	HUMAN RESOURCE MANAGEMENT
2	Course Code:	SHUS216
3	Type of Course:	Optional
4	Level of Course:	Short Cycle
5	Year of Study:	2
6	Semester:	4
7	ECTS Credits Allocated:	3.00
8	Theoretical (hour/week):	3.00
9	Practice (hour/week):	0.00
10	Laboratory (hour/week):	0
11	Prerequisites:	None
12	Language:	Turkish
13	Mode of Delivery:	Face to face
14	Course Coordinator:	Öğr. Gör. Dr. Fatma GÜL UYSAL
15	Course Lecturers:	Meslek yüksekokulları yönetim kurullarının görevlendirdiği öğretim elemanları
16	Contact information of the Course Coordinator:	Öğ.Gör.Dr.F.Gül UYSAL gcicekci@uludag.edu.tr
17	Website:	
18	Objective of the Course:	To provide students with the knowledge and skills about human resources, which is the most important factor to increase the competitiveness of enterprises and to adapt to changing technology and changing market conditions
19	Contribution of the Course to Professional Development:	Ability to manage human resources effectively in business life.
20	Learning Outcomes:	
	1	Be able to plan human resources
	2	Be able to do provide analysis and job descriptions
	3	Be able to select the most appropriate employee for business with scientific methods
	4	Be able to identify employees training needs and be able to training organization
	5	Be able to create performance appraisal system
	6	Be able to do business valuation
	7	Be able to compose fair wages system
	8	Be able to comprehension and maintain industrial relations
	9	Be able to comprehension bureaucratic procedures about employees
	10	Be able to create human resources information systems
21	Course Content:	
	Course Content:	
Week	Theoretical	Practice
1	Human resource management definition, organize, principles	

2	Human resources planning, analysis methods, implementation and evaluation of human resources plan			
3	Business analysis aims, methods, the process of job analysis and job descriptions, preparation of job description forms			
4	The importance of finding and selecting the employee, the source of finding employee, business profiling			
5	Business profiling, types of job interviews and employee selection			
6	Importances and aims of training, organization of training, analysis of training needs, planning of training, preparation of education budget			
7	Training methods, implementation of education, measurement and evaluation in education, career development			
8	Repeating courses and midterm exam			
9	Performance appraisal, definition and importance. Performance appraisal process, methods, control of appraisal results			
10	Business valuation, definition, objectives and process of business valuation, business valuation methods			
11	Wage management, definition and principles, wage systems			
Activites		Number	Duration (hour)	Total Work Load (hour)
Theoretical	importance. Performance appraisal process, methods, control of appraisal results	14	2.00	28.00
Practicals/Labs		0	0.00	0.00
Self study	output, presentation, operations, human resources	14	2.00	28.00
Homeworks		1	12.00	12.00
Projects		0	0.00	0.00
Field Studies		0	0.00	0.00
Midterm exams	Assesment	1	1.00	1.00
Others		2	10.00	20.00
Final Exams	R	1	1.00	1.00
Total Work Load				90.00
Quiz		0	0.00	3.00
Total work load/ 30 hr				3.00
ECTS Credit of the Course				3.00
Final Exam	1	60.00		
Total	2	100.00		
Contribution of Term (Year) Learning Activities to Success Grade		40.00		
Contribution of Final Exam to Success Grade		60.00		
Total		100.00		
Measurement and Evaluation Techniques Used in the Course		Practice, quiz, case study		
24	ECTS / WORK LOAD TABLE			

25	CONTRIBUTION OF LEARNING OUTCOMES TO PROGRAMME QUALIFICATIONS															
	PQ1	PQ2	PQ3	PQ4	PQ5	PQ6	PQ7	PQ8	PQ9	PQ10	PQ11	PQ12	PQ13	PQ14	PQ15	PQ16
ÖK1	0	0	0	0	3	0	1	2	0	0	0	0	0	0	0	0
ÖK2	0	0	0	0	4	0	1	2	0	0	0	0	0	0	0	0
ÖK3	0	0	0	0	3	0	1	2	0	0	0	0	0	0	0	0
ÖK4	0	0	0	0	3	0	1	2	0	0	0	0	0	0	0	0
ÖK5	0	0	0	0	3	0	0	2	0	0	0	0	0	0	0	0
ÖK6	0	0	0	0	3	0	0	2	0	0	0	0	0	0	0	0
ÖK7	0	0	0	0	3	0	0	2	0	0	0	0	0	0	0	0
ÖK8	0	0	0	0	3	0	0	2	0	0	0	0	0	0	0	0
ÖK9	0	0	0	0	3	0	0	2	0	0	0	0	0	0	0	0
ÖK10	0	0	0	0	3	0	0	2	0	0	0	0	0	0	0	0
LO: Learning Objectives PQ: Program Qualifications																
Contribution Level:	1 very low			2 low			3 Medium			4 High			5 Very High			