

<b>Course title: Human Resource Management</b>			
<b>Lecturer: Jelena Vemić Đurković</b>			
<b>Course status: Required, Seventh Semester</b>			
<b>ECTS: 8</b>			
<b>Requirements: none</b>			
<b>Course aims</b> Acquiring fundamental knowledge about the scientific discipline and its application; acquainting students with the value, goals and methods of managing human resources, especially in the business organization, mastering the methods and techniques of managing the human potential in organizations and connecting organizational and individual goals, as well as developing the skills for identifying employee potential and relating to the job requirements and strategic aims of an organization.			
<b>Course outcome</b> Gaining basic knowledge and assumptions for further research and development in this area; ability to use managerial methods of identifying and directing human potential toward the goals of the organization, as well as the skills of defining the criteria for choosing, evaluating, awarding and directing the growth of employees and making sound decisions.			
<b>Course content</b> <i>Theory classes</i> Notion, definition and goals of human resources management. The place of human resources management in the theory of management. Organizational environment and human resources management. Strategic human resources management. Planning human resources, designing a work place. Job analysis, recruiting candidates for employment. Selection and choice of candidates for employment. Introducing into the business, orientation and socialization. Development of human resources. Training and education of the staff. Career planning and development. Staff performance evaluations. Earnings and other forms of award. Work conditions. Health and safety of the staff. Organization of the function of human resources management. International human resources management. <i>Practice classes</i> Work on projects related to job analysis, career development and systems of staff grading and awarding; considering and analyzing business practices in the surrounding; simulation of job interviews.			
<b>Recommended Literature:</b> 1. Torington/Hal: Human Resource Management, Financial Times Prentice, 2012. 2. Gomez L., Balkin, D., Cardy R.: Managing Human Resources, Person Prentice Hall, 2006 3. Fisher, C.D., Schoenfeldt, L.F., Shaw, B.J.: Human Resource Management, Houghton Mifflin Company, 2013. 4. Foot, M., Hook, C.: Introducing Human resource Management, FT Prentice Hall, 2002.			
<b>Number of active teaching classes</b>	Theory classes: 3	Practice classes: 3	
<b>Teaching methods:</b> Lectures, case studies, simulation			
<b>Knowledge assessment</b>			
<b>Pre-exam tasks</b>	points	<b>Final exam</b>	points
In-class activity	<b>10</b>	Written exam	<b>20</b>
Practice classes	<b>5</b>	oral exam	<b>10</b>
Mid-term tests	<b>50</b>	.....	
Seminar papers	<b>5</b>		