Department: Business Administration		Program: MBA	
Course Name	Human Resource Management	Course Code	BUS 628
Pre-requisite	Not Applicable	Credit Hours	3

Brief Description

↘ This course presents the key aspects of human resource planning, development, and management in modern organizations. It covers the latest theories and practices in HRM, taking into account the impact of globalization ethics and social responsibility on the business environment. The course includes the coverage of: recruitment, selection, training and development, performance appraisal, job analysis, ethics and fair treatment in HR management, employee health and safety, and managing global human resources.

Course Objectives

After completion of this course the student will be able to:
↘ Define an overall understanding on key HRM issues.
↘ Setup ability to identify and apply theoretical models and tools to address business issues.
↘ Analyse leadership skills through effective communication.
↘ Identify and analyze business problems and present alternative solutions.
↘ Create awareness of HRM in an Arabic context and a global context.

Course Learning Outcomes

↘ Distinguish between concepts, principles, and theories of HRM
↘ Apply the concepts, principles, and theories in different HRM
↘ Demonstrate written communication skills
↘ Have oral communication skills
↘ Have skills of using computer applications in HRM
↘ Have scientific research skills in the field of HRM
↘ Have the skills of critical thinking and analysis in the fields of HRM
↘ Have the skills in strategic thinking and finding solutions in HRM
↘ Believe, and practice sustainability
↘ Have the skills of leadership, teamwork, and decision making in HRM
↘ Have the ability to distinguish between ethical issues in HRM
↘ Have the competence of social responsibility in the fields of HRM
↘ Have the competence to deal with cultural diversity in HRM situations

Course Learning Outcomes

↘ Distinguish between concepts, principles, and theories of HRM
↘ Apply the concepts, principles, and theories of HRM in different business situations
↘ Demonstrate written communication skills
↘ Have oral communication skills

- Have skills of using computer applications in HRM
- Have scientific research skills in the field of HRM
- Have the skills of critical thinking and analysis in the fields of HRM
- Have the skills in strategic thinking and finding solutions in HRM
- Believe, and practice sustainability
- Have the skills of leadership, teamwork, and decision making in HRM
- Have the ability to distinguish between ethical issues in HRM
- Have the competence of social responsibility in the fields of HRM & business
- Have the competence to deal with cultural diversity in HRM

Course Topics

- Managing diversity in Arabic countries
- Strategic HRM
- Job Analysis
- Personnel planning and recruiting
- Employee testing and selection
- Interviewing candidates
- Training and developing employees
- Performance management and appraisal
- Managing careers
- Ethics and fair treatment in HRM
- Employee safety and health
- Managing global human resources

Text Book

- Dessler, Gary & Al Ariss, Akram. Human Resource Management, Arab World Edition. Pearson Education Limited, 2012.

Additional References

- Mathis, Robert L. & Jackson, John H. Human Resource Management. 13th Edition. Cengage Learning, 2010

Online Resources

- https://www.universalclass.com/i/course/humanresources/syllabus.htm
- **http://harvardcoopbooks.bncollege.com/**

Course Outline

Week	Hours	Topics	Remarks
1	3	Introduction to HRM	
2	3	Managing diversity in Arabic countries	
3	3	Strategic HRM	
4	3	Job Analysis	

5	3	Personnel planning and recruiting	
6	3	Employee testing and selection	
7	3	**Midterm test**	
8	3	Interviewing candidates	
9	3	Training and developing employees	
10	3	Performance management and appraisal / Individual case study	
11	3	Managing careers	
12	3	Ethics and fair treatment in HRM	
13	3	Employee safety and health	
14	3	Managing global human resources	
15	3	Presentation	

Measurement and Assessment Tools

Assessment Tools	Grades	Week	Knowledge — Identify and apply	Skills — Written	Skills — Oral	Skills — Information Technology	Skills — Research	Skills — Critical thinking	Skills — Strategic thinking	Values — Sustainability	Values — Leadership	Values — Ethics	Values — Corporate Social responsibility	Values — Cultural diversity
Midterm Exam	20	9	X											
Case Study	10	12		X				X	X	X	X	X	X	X
Project	20	15		X		X	X	X	X	X	X	X	X	X
Presentation	10	15			X	X								
Final Exam	40	TBD	X											
Total	100													

Approved by Department Chair	Date of Approval

Additional Information: Updated every Semester by Course Instructor

Course Instructor	
Department	
Phone No.	
Extension No	
Email	