

Course Title	Managing and Developing Human Capital				
Course Code	MGT220				
Course Type	Elective				
Level	Bachelor (1 <sup>st</sup> Cycle)				
Year / Semester	2 <sup>nd</sup> year/4 <sup>th</sup> Semester				
Teacher's Name	TBA				
ECTS	6	Lectures / week	3 hours/ 14 weeks	Laboratories / week	None
Course Purpose and Objectives	To familiarize students with all aspects of human resource management activities such as staffing, training and development, performance management, compensation and labour relations as an integrative relationship of people, jobs and organization. To enable the student to realize the importance of effective human resource management practices in setting the strategy of the company and in overall organizational performance.				
Learning Outcomes	<p>Upon successful completion of this course students should be able to:</p> <ul style="list-style-type: none"> <li>• Describe the link between HRM and the organization's strategy</li> <li>• Explain the basic concepts currently used in the practice of human resources and the need to design practices within the given legal environment</li> <li>• Analyze the practices of HRM in the business environment (planning, recruitment and selection, training and development, performance management, compensation and labour relations)</li> <li>• Work in teams</li> <li>• Demonstrate critical thinking with HRM problems.</li> </ul>				
Prerequisites	MGT100	Co-requisites	None		
Course Content	<p>Introduction to Human Resource Management: HRM Functions and Activities; Objectives and Purposes of HRM Functions and Activities; Trends in HRM.</p> <p>Human Resource Planning</p> <p>Job Analysis</p> <p>Recruitment</p>				

	<p>Selection and Placement</p> <p>Performance Appraisal</p> <p>Utilizing the Performance Appraisal: Inherent Conflict in Performance Appraisal; Designing Appraisals for Maximum Results</p> <p>Total Compensation, Performance-Based Pay Systems: Types of Performance. Based Pay Systems, Indirect Compensation</p> <p>Training and Development</p> <p>Quality of Work Life and Productivity</p> <p>Occupational Safety and Health</p> <p>Employee Rights, Unionization and Collective Bargaining, Negotiating the Agreement; Conflict Resolution; Contract Administration; Public-sector Collective Bargaining.</p> <p>Motivation: Purposes and Importance of Work motivation.</p> <p>Recent developments and contemporary issues pertaining to the subject-matter of the course.</p>								
Teaching Methodology	Face to Face								
Bibliography	<p>Noe, R, Hollenbeck, J, Gerhart, B., Wright, P., Human Resource Management: Gaining a Competitive Advantage, 11<sup>th</sup> ed., McGraw-Hill</p> <p>Gomez-Mehjia, Balkin and Cardy, (lat edition), Managing Human Resources, Pearson</p> <p>Cascio, W.F., Managing Human Resources, 11<sup>th</sup> ed., McGraw-Hill</p> <p><a href="https://open.lib.umn.edu/humanresourcemanagement/">https://open.lib.umn.edu/humanresourcemanagement/</a></p> <p><a href="https://bookboon.com/en/human-resource-management-ebook">https://bookboon.com/en/human-resource-management-ebook</a></p>								
Assessment	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Examinations</td> <td style="text-align: center;">70%</td> </tr> <tr> <td>Assignments</td> <td style="text-align: center;">20%</td> </tr> <tr> <td>Class Participation and Attendance</td> <td style="text-align: center;">10%</td> </tr> <tr> <td></td> <td style="text-align: center;">100%</td> </tr> </table>	Examinations	70%	Assignments	20%	Class Participation and Attendance	10%		100%
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Language	English								