

The title of the course	Human Resources Management
Faculty	Faculty of Management and Transport
The level of studies	Undergraduate (BA)
Semester	Summer
The form of classes and number of hours	15 h
Classes conducted for Polish students. Erasmus students can join them	No
Language of instruction	English
The number of ECTS	4
Teacher	Dr inż. Sywia Gąsiorek-Madzia
The aims of the course (maximum 500 characters)	<p>The main aims of the course are:</p> <ul style="list-style-type: none"> – understand the meaning and the role of human resources in organisations and the strategic approach to human resources management; – identify main concepts of human resources management and internal and external conditions of human resources management process; – know procedures and tools to plan human resources, recruit employees, select candidates and introduce new employees to the organisation; – recognize main techniques and methods to evaluate employees and construct simple system of employee evaluation which includes rules of effective employee evaluation; – recognize the force and meaning of different motivation tools; – know methods of improving staff; – understand the meaning of knowledge in temporary organisation, identify its resources and recognize the ways to shape it and stimulate it in human resources management process; – know personal strategies, be able to choose them and adjust them to temporary and future situation in organisation; – identify and solve main problems of immoral behaviours of staff;
The content of the course: main topics and key ideas	<ol style="list-style-type: none"> 1. Main aspects of human resources management. 2. The meaning of human resources in organisations. 3. Human resources management evolution. 4. Models of personal policy and the role of human and intellectual capital. 5. Traditional and modern employment forms.

	<p>6. Main processes of human resources management and their mutual relations.</p> <p>7. Personal controlling. Tools of human resources management. International aspects of human resources management. Methods of gathering and transformation of personal information.</p> <p>8. Ethics and human resources management.</p> <p>9. Methods of human resources management analysis.</p> <p>10. Personal strategies. Conditions of personal strategy.</p>
Didactics methods	Lecture with multimedia presentation
Course requirements	Five projects
Literature (basic and supplementary)	<p>Basic literature:</p> <ol style="list-style-type: none"> 1. Baron-Puda M., <i>Human resource management in production engineering</i>, Wydawnictwo Naukowe Akademii Techniczno-Humanistycznej, Bielsko-Biała 2012. 2. Boselie P., <i>Strategic human resource management: a balanced approach</i>, McGraw-Hill Higher Education, Maidenhead 2010. <p>Supplementary literature:</p> <ol style="list-style-type: none"> 1. Gibb S., <i>Human resource development: foundations, process, contexts</i>, Palgrave Macmillan, Basingstoke 2011. 2. Tyson S., <i>Essentials of human resource management</i>, Elsevier Butterworth Heinemann, Amsterdam 2008.
<p>The effects of the education</p> <ul style="list-style-type: none"> - knowledge - skills - social competences 	<p>Knowledge: Students know procedures and tools of human resources management.</p> <p>Skills: Students analyze and solve typical problems of human resources management.</p> <p>Social competences: Students organize his own work and keep professional and ethical roles.</p>