

Course Outline

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|----------------------------|---------------------------|--|---------------------|---|---------------|
| Course number | RBE342 | | | | |
| Course title | Human Resource Management | | | | |
| Credit points | 3 ECTS (2 LV CP) | | | | |
| Total hours | 80 | | | | |
| Contact hours | 32 | | | | |
| Independent studies | 48 | | | | |
| Course level | Bachelor | | | | |
| Prerequisites | None | | | | |
| Category | Mandatory | | Restricted elective | X | Free elective |

COURSE RESPONSIBLE

| <i>Name</i> | <i>Academic degree</i> | <i>Academic position</i> |
|---------------|------------------------|--------------------------|
| Ieva Racenaja | MBA, MSc | Visiting Lecturer |

COURSE TEACHERS

| <i>Name</i> | <i>Academic degree</i> | <i>Academic position</i> |
|---------------|------------------------|--------------------------|
| Ieva Racenaja | MBA, MSc | Visiting Lecturer |

COURSE ABSTRACT

Human Resource Management (HRM) is a driving force behind a successful business and is an essential part of business strategy. The course aims to present the concept of contemporary human resource management, its place in organisational function and added value to business performance. The course will explore theoretical and practical aspects of human resource management, focusing on the role HRM plays in assisting organisations to develop competitive advantage and adapt to the current requirements of the employment market.

During the course, the students will develop a critical understanding of HRM, its scope, main models, role and various organisational functions – resourcing, performance management, reward management, human resource development, and employment relations. Students will learn that contemporary HRM is also involved in broader business context such as strategy development, building and maintaining organisational culture and employer branding, and

needs to consider the globalisation process. The course provides a detailed review of each subject matter and is supplemented with practical exercises such as discussions on selected case studies.

GRADING CRITERIA

The course will be assessed by the class activity, a series of quizzes and an in-class exam.

| Criteria | Weighting |
|--------------------------------------|------------------|
| Seminar attendance and participation | 30% |
| Online quizzes | 10% |
| Exam | 60% |

COURSE REQUIREMENTS

Students are expected to attend mandatorily all classes in person, including potential online lecturing with a possibility to miss only 4 out of 16 classes. Students who miss more than 4 classes are not admitted to the final exam. The seminar attendance is obligatory. Students, who miss all scheduled seminars are not allowed to take the final exam. In exceptional circumstances when a student is unable to attend the seminar, the Lecturer may assign an individual work assignment. Such a case must be agreed upon individually with the Lecturer beforehand and may not exceed one seminar. If the individual assignment is successfully passed student is admitted to the final exam.

During the course, students will be given periodic assignments in the form of online quizzes following a particular topic. The quizzes will be available in the study portal and their opening and closure time will be announced accordingly. Missed quizzes cannot be retaken.

Students` class activity will be evaluated based on discussions on read-at-home materials provided as preparation for the next lecture or case study focused on the topic discussed during a seminar.

The final exam will cover the full scope of the subject matter covered in the course. The exam will be an in-class closed book exam with several questions to be answered within the set time limit of 2 hours. The exam will be evaluated on the basis of knowledge provided during the course.

COURSE PLAN – MAIN SUBJECTS

| No. | Main subjects | Planned hours |
|------------|------------------------------------------------------------|----------------------|
| 1 | Introduction to Human Resource Management in organisations | 8 |
| 2 | Employee life cycle | 8 |
| 3 | Human resource development | 4 |

| | | |
|---|--------------------------------------------------|----|
| 4 | Reward management | 2 |
| 5 | Performance management | 6 |
| 6 | Organisation culture | 2 |
| 7 | Contemporary issues in Human Resource Management | 2 |
| | | 32 |