

## COURSE DESCRIPTION

<b>University:</b> <i>School of Economics and Management in Public Administration in Bratislava</i>	
<b>Department:</b> Department of Management	
<b>Code:</b>	<b>Course name:</b> Human Resource Management
<b>Type, extent and method of instruction:</b> 2 h lecture and 2 hours seminar / week, face-to-face method	
<b>Number of credits:</b> 5	
<b>Study degree:</b> Bachelor	
<b>Prerequisites:</b>	
<b>Course completion conditions:</b>	
<p><b>Course aims:</b> Aim of the subject is to provide students of bachelor studies with basic knowledge on personal management mission in organisation, its main roles and way of their execution through its individual functions. Besides theoretical knowledge, students will become familiar with way of their practical implementation through practical tasks.</p>	
<p><b>Brief outline of the course:</b></p> <ol style="list-style-type: none"> <li>1. Basis of Human Resource Management, The Role and Organization of the HR Function</li> <li>2. Human Resource Planning</li> <li>3. Recruitment of employees</li> <li>4. Selection of employees</li> <li>5. Introduction to the Organization</li> <li>6. Release from the Organization.</li> <li>7. Learning and Development</li> <li>8. Performance Management</li> <li>9. Employee Evaluation</li> <li>10. Reward Management</li> <li>11. Employee Relations</li> <li>12. Health, Safety and Employee Well-being</li> </ol>	
<p><b>Recommended literature:</b> BYARS, L.L. - RUE, L.W: Human Resource Management. New York : McGraw-Hill / Irwin 2004. ISBN: 978-0-07353055-0 Competitiveness is based on human resources / Katarína Stachová, Zdenko Stacho. Częstochowa : Printing House, The Managers of Quality and Production Association, 2014. - 135 p. The publication was approved the editorial committete of School of Economics and Management in Public Administration in Bratislava as a scientific monograph. - ISBN 978-83-63978-16-7. Make that Grade Human Resource Management / Linda Reidy. Dublin : Gill Education, 2015. - 154 p. - ISBN 978-07171-6814-9. The Business Environment : Themes and issues in a globalizing World / Paul Wetherly. Oxford : Oxford University Press, 2018. - 501 p.,ISBN 978-0-19-873992-0.</p>	
<b>Language of instruction:</b> <i>English</i>	
<b>Notes:</b>	