

## Human Resource Management Course Specification

<b>Course title:</b> Human Resource Management	<b>Level:</b> 2 <sup>nd</sup>		
<b>Course code:</b> 152-2801	<b>Pre-requisites:</b> 100 – 2801		
<b>Credit hours:</b> 3	<b>Contact hours:</b> 3		
<b>Department:</b> Administrative and Financial Programs	<b>Program:</b> Human Resource		
<b>Course content:</b>			
<ul style="list-style-type: none"> <li>▪ Definition and importance of human resources management</li> <li>▪ The historical development of human resource management and human resource management objectives</li> <li>▪ Human Resource Management Jobs</li> <li>▪ Human resources planning and ways of estimating human needs</li> <li>▪ Staff training</li> <li>▪ Polarization</li> <li>▪ Wages and compensation of the labor force</li> <li>▪ Industrial Safety</li> </ul>			
<b>Course objectives:</b>			
<p>the student will be familiar with the tools and skills needed to assess and direct the employees' abilities to achieve organizational objectives effectively</p> <p>The student will learn how to use and manage human resources effectively in a rapidly changing environment. The focus of the course will be on how to select and train employees, develop their functional competencies, assess performance, determine wages and other benefits, as well as a number of contemporary topics.</p>			
<b>Methods of teaching</b>			
Electronic Education	Tutorial	Practical	Lecture
<b>Assessment task</b>			
Final Exam	Quiz's	Individual and group Tasks	Mid Exams
50	10	10	30
<b>References:</b>			
<ul style="list-style-type: none"> <li>▪ أبو شيخة ، نادر احمد (2013) ، إدارة الموارد البشرية : إطار نظري وحالات عملية ، عمان الأردن ، دار صفاء للطباعة والنشر والتوزيع.</li> <li>▪ ماهر احمد (2005) ، إدارة الموارد البشرية ، الإسكندرية ، الدار الجامعية .</li> <li>▪ الشاويش ، مصطفى ( 2006 ) ، إدارة الموارد البشرية ، عمان ، دار الشروق للنشر والتوزيع.</li> </ul>			