

**Preparation and Design of Wages and Incentives Systems Course**  
**Specification**

<b>Course title:</b> Preparation and Design of Wages and Incentives Systems	<b>Level:</b> 4 <sup>th</sup>
<b>Course code:</b> 353 - 2801	<b>Pre-requisites:</b> 254 – 2803- 152 – 2801
<b>Credit hours:</b> 3	<b>Contact hours:</b> 3
<b>Department:</b> Administrative and Financial Programs	<b>Program:</b> Human Resource

**Course content:**

1. The importance of the job evaluation and its evolution.
2. The study of different methods of job evaluation.
3. Ranking methods.
4. Paired comparison.
5. Grading method.
6. Point method (Importance, examples....).
7. Importance of wages and incentives systems.
8. Different types of rewards.
9. Determinants of rewards.
10. Structure of rewards (examples).
11. Structure of rewards (Direct compensation).
12. Pay systems (Advantages and disadvantages of each system).
13. Pay systems and employee performance.
14. Different problems due to the implementation of a particular structure of rewards.

**Course objectives:**

This course aims at introducing students to the principles and bases of the preparation and design of wage and incentive systems (compensation systems), the concepts of wage and pay systems, incentives and additional benefits, their characteristics, elements and types, factors affecting the determination of wages and salaries, incentives and payment methods; Analysis of jobs in the structure of wages and salaries and incentive systems, recent trends in the planning and management of pay and incentive systems, methods and methods used in the preparation and design of wage systems and incentives for production workers, technicians and administrators and senior management in Business.

<b>Methods of teaching</b>			
Electronic Education	Tutorial	Practical	Lecture
<b>Assessment task</b>			
Final Exam	Quiz's	Practical exams	Mid Exams
50	10	10	30
<p><b>References:</b></p> <ul style="list-style-type: none"> <li>■ ماهر، احمد (٢٠١٣)، نظم الاجور والتعويضات: دليلك الى رواتب وحوافز ومزايا وخدمات العاملين، الاسكندرية: الدار الجامعية للطباعة والنشر والتوزيع.</li> <li>■ هيام، الكسندر (٢٠٠١)، تحفيز الموظفين ومكافأتهم (مترجم)، الرياض: مكتبة جرير.</li> <li>■ مصطفى، محمد (٢٠١٣)، احتراف اعداد هيكل الاجور بالشركات، القاهرة، الناشر المؤلف.</li> </ul>			