

Syllabus

ECO 216- Theories of Human Resources Management (Credit Units: 2)

Department of Business Administration

Faculty of Management & Social Sciences

University of Delta, Agbor, Nigeria

Lecturer: Dr. BELLO Adams

Instructor:

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Office Hours: Monday, Tuesday, Wednesday & Friday 10:00 am - 2:00 pm

Thursday 10:00 pm - 4:00 pm

You can contact me in a variety of ways. Direct interaction is incomparable to other forms. dialogue, which frequently results in more precise and focused queries you will understand more as a result. You should take, and I urge you to Utilize the time I'm available. During or right after class, questions welcome you at all times. Asking questions outside of class via email is simple. It is less successful than speaking to someone in person, though.

Meeting Time and Place: Thursday, 2:00 pm to 4:00 pm, FMSS LH 6

Attendance

Attend every class and make up for missed work. Notify the instructor in advance if absent. The syllabus covers class topics, and assignments are posted on the University of Delta LMS or given in class. Practicing and homework can help with borderline cases.

Overview

The important of human resource management in any nation or organization can not be over emphasize, no nation or organizations can survive without proper coordination of its resources. A thorough and well-thought-out strategy for the employment and development of people is human resource management. It is possible to think of HRM as a management philosophy that is based on a variety of theories about human and organizational behavior. The goal of human resource management is to increase organizational effectiveness through human resources while taking into account the moral conundrum of how to treat people in accordance with predetermined moral standards. The human resource function can be classify into two function that is **management and operative**. The management function include planning, organizing, directing and controlling while operative functions have to be perform in conjunction with management functions and this functions are employees development ,compensation and relations. operative functions includes employment, job analysis ,human resource planning, recruitment, selection, placement ,induction and orientation. HR professionals need **a range of HR specific and soft skills, in addition to business acumen and digital literacy**. This includes skills such as communication, admin, HR strategy, coaching, being data-driven, and having a command of technology. This focus mainly employee management with an emphasis on those **employees as assets of the business**. In this context, employees are sometimes referred to as human capital. As with other

business assets, the goal is to make effective use of employees, reducing risk and maximizing return on investment (ROI).

Objectives

The objectives of this course are to: (i) describe the scope and nature of human resource management; (ii) discuss human resource management roles and responsibilities; (iii) supply and demand characteristics of labor by type ; (iv) organization of personnel functions ; (v) man power planning; (vi) motivation; (vii) leadership styles; (viii) recruitment and selection process ; (ix) training and development ;(x) employees compensation;(xi) incentives and reward;(xii) performance appraisal;(xiii) disciplinary procedures;(xiv) employees welfare;(xv) the changing role of HRM and challenges in the twenty first century.

Learning outcomes

Upon completion of this course, should be able to: (i) explain the scope and nature of human resource management; (ii) discussed human resource management roles and responsibilities; (iii) understand supply and demand characteristics of labor by type;(iv)) know the organization of personnel functions; (v) the important of man power planning ; (vi) different ways an employees can be motivated;(vii) understand various leadership styles in an organization; (viii) understand how recruitment and selection process are executed ; (ix) know the important of training and development in an organization ;(x) how employees compensation can enhance performance;(xi) understand how incentives and reward can motivate employees;(xii) know how performance appraisal is done;(xiii) know disciplinary procedures;(xiv) the important of employees welfare;(xv) the changing role of HRM and challenges in the twenty first century.

Course Contents

Scope and nature of human resource management. Human resource management roles and responsibilities. Supply and demand characteristics of labor by type. Organization of personnel functions. Man power planning. motivation. Leadership styles. Recruitment and selection process . training and development. Employees compensation. incentives and reward. Performance appraisal. Disciplinary procedures. Employees welfare. The changing role of HRM and challenges in the twenty first century.

Lecture Schedules

WEEK	CONTENT	LECTURE NOTE/SLIDE
1	Scope and nature of human resource management. Human resource management roles and responsibilities.	
2	Supply and demand characteristics of labor by type.	
3	Organization of personnel functions. Man power planning.	
4	motivation. Leadership styles.	
5	Recruitment and selection process . training and development.	

6	Employees compensation. Incentives and reward.	
7	Performance appraisal. Disciplinary procedures. . Employees ware fare.	
8	The changing role of HRM and challenges in the twenty first century.	
9	TEST	
10	REVISION	
11	EXAMS	

Examination schedule

- ☑ Attendance
- ☑ Homework
- ☑ Class Test
- ☑ Class participation
- ☑ End of Semester Exam

Practical Exercises

- 1: organizational case
- 2: Economics case

Grading

- Homework: 10% of grade
- Class participation: 10% of grade
- Class test: 10% of grade
- Final Exam: 70% of grade

Text & References

Armstrong, M. (1992) *Strategies for Human Resources Management*. London: Kogan Page.

Cave, D. (1994) *Managing Change in the workplace: New Approach to Employee Relations*. London: Kogan Page.

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Fowler, A. (1987) When chief executive discovers HRM, *Personnel Management W.* 19, Pp. 48

Guest, D.E. (1987) Human Resource Management and Industrial Relation, *Journal of Management studies*, Vol. 24 (5) Pp. 503 —521.

Legge, K. (1995) *Human Resources Management: Rhetorics and Realities* Macmillan, London.

Storey, J. (1992) *Development in the Management of Human Resources: An Analytical Review*,
United Kingdom. : Blackwell

Student Conduct

The University requires all enrolled students to adhere to its code of conduct. acting in a way that fosters a good learning environment. The guidelines for student behavior are detailed in the university website or in the student handbook.

Academic Honesty

All university students must adhere to the principles of decency and acceptable behavior.

behavior that fosters a supportive learning environment is prohibited by university policy.

No form of misconduct or copying will be accepted. The intentional incorporation of another's ideas or words is known as plagiarism. Taking credit for someone else's work. This includes concepts as well as written or computer code, whether it's presented exactly as written (verbatim). Getting unapproved help on any task is considered cheating. There is never a time when incomplete or inaccurate citation of sources is acceptable. When you are caught You will receive a 0 and a warning on your final grade if you are found to have shared or used someone else's work in this class. The initial occurrence. If this happens again, you'll get a failing grade in the class and maybe even Discipline-related actions. Ask questions if you are unsure of what is considered intellectual dishonesty.