

Human Resource Management Course Description Form

| | | | | | |
|--|------------------------|------------------------------|-----------------------------------|--------------|-------------|
| 1. Course Name: | | | | | |
| Human Resources Management | | | | | |
| 2. Course Code: | | | | | |
| WBA-21-01 | | | | | |
| 3. Semester/Year: | | | | | |
| The first course | | | | | |
| 4. Date of preparation of this description: | | | | | |
| 1/10/2024 | | | | | |
| 5. Available Forms of Attendance: | | | | | |
| Physical + electronic (when needed) | | | | | |
| 6. Number of Hours (Total) / Number of Units (Total): | | | | | |
| 3 Hours / 3 Units | | | | | |
| 7. Course Administrator Name | | | | | |
| Name: A.Eng. Dr. Salah Mahdi Abbas Habib Al-Yasari Email: salah.ma@g.uowa.edu.iq | | | | | |
| 8. Course Objectives | | | | | |
| ✓ The main objective of this course is for the student to have sufficient knowledge and ability in job descriptions and descriptions of the qualifications of the incumbent and what are the other functions related to human resources management in terms of (recruitment, recruitment, training, development, evaluation, control, dismissal... etc.) | | | Course Objectives | | |
| 9. Teaching and Learning Strategies | | | | | |
| ✓ Theoretical lectures supported by presentations (Mindomo). ✓ Class discussions and case study analysis. ✓ Project Learning (Reporting and Short Research). ✓ Benefit from electronic and office resources. | | | | | Strategy |
| 10. Course Structure | | | | | |
| Evaluation Method | Learning Method | Name of Unit or Topic | Required Learning Outcomes | Hours | Week |
| Oral questions | Lecture + | Human Resources | The student is | 3 | 1 |

| | | | | | |
|--------------|------------------------------|------------------------|--|---|---|
| | Discussion | Management | introduced to the concept and importance of human resource management and its strategic role in achieving the goals of the organization. | | |
| Short Test | Lecture + Participation | Polarization | The student demonstrates strategies and methods for attracting human competencies from internal and external sources. | 3 | 2 |
| Short Report | Lecture + Practical Examples | Check | The student evaluates selection methods, interviews, and tests to select the most suitable employees. | 3 | 3 |
| Long Report | Lecture + Discussion Groups | Function Analysis | The student applies the job analysis steps to determine the tasks, responsibilities, and skills required. | 3 | 4 |
| Short Test | Lecture | Job Description | The student prepares an integrated job description that defines the duties, powers and job requirements. | 3 | 5 |
| duty | Lecture | Training & Development | The student designs training programs that contribute to raising the efficiency of employees and developing their career path | 3 | 6 |
| Share | Lecture + Discussion | Performance Evaluation | The student uses performance appraisal tools and methods to assess employee | 3 | 7 |

| | | | | | |
|--|----------------------|--------------------|--|---|----|
| | | | effectiveness and identify performance gaps. | | |
| Monthly Testing | Final test | Final test | First Test | 3 | 8 |
| duty | Lecture | Stimulation | The student analyzes motivation theories and proposes practical mechanisms for motivating workers. | 3 | 9 |
| Short Report | Lecture | Employee Relations | The student identifies methods of employee relationship management and conflict resolution in the work environment | 3 | 10 |
| Short Test | Lecture | Job Satisfaction | The student measures job satisfaction factors and suggests strategies to promote a positive work environment. | 3 | 11 |
| report | Lecture + Exercise | Working Rotation | The student explains the reasons for the turnover and suggests ways to reduce resignations | 3 | 12 |
| duty | Lecture + Discussion | Employee Retention | The student develops practical strategies to retain talented employees and ensure the stability of the organization. | 3 | 13 |
| Classroom Participation | Review | compensations | The student explains the salary and bonus systems and their role in raising productivity and motivating employees. | 3 | 14 |
| Final exam | Writing / Attendance | Final Exam | Final test | 3 | 15 |
| 11. Course Evaluation | | | | | |
| Distribute the score out of 100 according to the tasks assigned to the student, such as | | | | | |

daily preparation, daily, oral, monthly, and written exams, and reports..... etc

I. Exam (40)

II. -Daily (10)

12. Learning and Teaching Resources

Human Resources Management

By the Author Dr. Muayyad Saeed Al-Salem
and Dr. Adel Harhoush

Required Textbooks

Journals and scientific research related to
supply management

Electronic References, Websites