

102-2 Preliminary Syllabus, Da-Yeh Univ

Information			
Title	人力資源管理	Serial No. / ID	1862 / HOG2006
Dept.	餐旅管理學士學位學程	School System / Class	大學日間部2年1班
Lecturer	童惠玲	Full or Part-time	專任
Required / Credit	Required / 3	Graduate Class	No
Time / Place	(二)789 / H443	Language	Chinese

Introduction
<p>Fundamentals of Human Resource Management has an approach to teaching human resource management that involves engaging students in learning through the use of real-world examples and best practices; focusing them on important HR issues and concepts; and applying what they have learned through features and exercises and cases. As a result, students will be able to take what they have learned in the course and apply it to solving HRM problems they will encounter on the job. At the end of the chapters students are confronted with ethical issues regarding managing human resources and are asked to make decisions and justify their approach because of its focus on critical thinking.</p>

Outline
<p>PART I: THE HUMAN RESOURCE ENVIRONMENT</p> <p>Managing Human Resources</p> <p>Trends in Human Resource Management</p> <p>Providing Equal Employment Opportunity and a Safe Workplace</p> <p>Analyzing Work and Designing Jobs</p> <p>PART II: ACQUIRING AND PREPARING HUMAN RESOURCES</p> <p>Planning for and Recruiting Human Resources</p> <p>Selecting Employees and Placing Them in Jobs</p> <p>Training Employees</p> <p>PART III: ASSESSING PERFORMANCE AND DEVELOPING EMPLOYEES</p> <p>Managing Employees ' Performance</p> <p>Developing Employees for Future Success</p> <p>Separating and Retaining Employees</p> <p>PART IV: COMPENSATING HUMAN RESOURCES</p> <p>Establishing a Pay Structure</p> <p>Providing Employee Benefits</p>

Prerequisite
<p>The base of management</p> <p>Good attitude for learning</p> <p>participating discussing</p>