



Course Specifications

Course Title:	Human Resource Management
Course Code:	HRM1221
Program:	Human Resources Management
Department:	Human Resources Management
College:	College of Business Administration
Institution:	Dar Al Uloom University

Table of Contents

A. Course Identification	3
6. Mode of Instruction (mark all that apply)	3
B. Course Objectives and Learning Outcomes	3
1. Course Description	3
2. Course Main Objective.....	4
3. Course Learning Outcomes	4
C. Course Content	4
D. Teaching and Assessment	5
1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods	5
2. Assessment Tasks for Students	6
E. Student Academic Counseling and Support	6
F. Learning Resources and Facilities	6
1. Learning Resources	6
2. Facilities Required.....	7
G. Course Quality Evaluation	7
H. Specification Approval Data	7

A. Course Identification

1. Credit hours: 3 Hours			
2. Course type			
a.	University <input type="checkbox"/>	College <input checked="" type="checkbox"/>	Department <input type="checkbox"/> Others <input type="checkbox"/>
b.	Required <input checked="" type="checkbox"/>	Elective <input type="checkbox"/>	
3. Level/year at which this course is offered: Second year / Third semester			
4. Pre-requisites for this course (if any): ENG1121			
5. Co-requisites for this course (if any): None			

6. Mode of Instruction (mark all that apply)

No	Mode of Instruction	Contact Hours	Percentage
1	Traditional classroom	45	100%
2	Blended		
3	E-learning		
4	Distance learning		
5	Other		

7. Contact Hours (based on academic semester)

No	Activity	Contact Hours
1	Lecture	45
2	Laboratory/Studio	
3	Tutorial	
4	Others (specify)	
	Total	45

B. Course Objectives and Learning Outcomes

1. Course Description

This course is an introductory overview of human resource management as a business function for future human resource managers, providing them with the basic of managing human resources activities; these include acquiring, developing, evaluating, disciplining and maintaining a qualified workforce that positively contribute to organizations effectiveness.

2. Course Main Objective

1. What is the main purpose for this course? Upon successful completion of this course, students will be able to: a) Understand the elements and the main functions of HRM. b) Describe the field of HRM. Conduct a basic job analysis and apply this understanding of job requirements to other human resource management systems such as selection, performance appraisal, and compensation. c) Recognize basic human resource management tools such as performance appraisal forms and understand some of the technical details of human resource management practices. d) Use relevant theories for managing people in organizations. e) Analyze business challenges involving human resource systems. f) Critically assess and evaluate human resource policies and practices. 2. Briefly describe any plans for developing and improving the course that are being implemented. (e.g. increased use of IT or web-based reference material, changes in content as a result of new research in the field): Some case studies must be added in order to link the topics with the real world. LMS updated course materials are available.

3. Course Learning Outcomes

CLOs		Aligned PLOs
1	Knowledge and Understanding	
1.1	Define the basic concepts and terminologies related to the HR field	K.1
1.2	Explain the nature of human resource management functions, strategies, theories and practices within organizations	K.2
1.3	Recognize the basic principles in research methods in the field of HRM	K.3
2		
2.1	Analyze the impact of business environment on HRM decisions	S.1
2.2	Apply the HRM practices to resolve HRM problems	S.2
3	Values:	
3.1	Exhibit commitment to personal, professional, and academic ethics in the implementation of HRM practices in various organizational setting.	V.1
3.2	Demonstrate the ability to independently make sound decisions related to Human Resources issues.	V.2
3.3	Demonstrate interpersonal, teamwork skills in organizational settings.	V.3

C. Course Content

No	List of Topics	Contact Hours
1	The Challenge of Human Resources Management	3
2	Strategy and Human Resource Planning	6

3	Job Analysis and Job Design	6
4	Recruitment and Careers	3
5	Employee Selection	6
6	Training and Development	3
7	Performance Management	6
8	Managing Compensation	6
9	Pay-for-Performance: Incentive Rewards	6
Total		45

D. Teaching and Assessment

1. Alignment of Course Learning Outcomes with Teaching Strategies and Assessment Methods

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	Knowledge and Understanding		
1.1	Define the basic concepts and terminologies related to the HR field	Direct (Lecture, Demonstration) Indirect (Case Study) Interactive (Discussion) - Class discussion - Active Learning	Written Exams (T/FQ, MCQ, and Short/Long essays)
1.2	Explain the nature of human resource management functions, strategies, theories and practices within organizations	Direct (Lecture, Demonstration) Indirect (Case Study) Interactive (Discussion)	Written Exams (Long/short essays) Written Assignments (reports, and cases)
1.3	Recognize the basic principles in research methods in the field of HRM	Direct (Lecture, Demonstration) Indirect (Case Study) Interactive (Discussion)	Written Exams (Long essays) Written Assignments (reports, and case studies)
2.0	Skills		
2.1	Analyze the impact of business environment on HRM decisions	Direct (Lecture and Demonstration) Indirect (Case study) Interactive (Discussion, Brainstorming, and Cooperative learning)	Written Exams (Problem solving and case studies) Written Assignments (essay, reports, and case studies).
2.2	Apply the HRM practices to resolve HRM problems	Direct (Lecture and Demonstration) Indirect (Case	Written Exams (Problem solving and case studies) Written Assignments (essay,

Code	Course Learning Outcomes	Teaching Strategies	Assessment Methods
		study) Interactive (Discussion, Brainstorming, and Cooperative learning)	reports, and case studies).
3.0	Values		
3.1	Exhibit commitment to personal, professional, and academic ethics in the implementation of HRM practices in various organizational setting.	Role-playing, Group discussion, in-depth self-analysis exercise.	Case study, presentations and project.
3.2	Demonstrate the ability to independently make sound decisions related to Human Resources issues.	Formal discussion (individual and group discussion), and case study	Projects and case studies.
3.3	Demonstrate interpersonal, teamwork skills in organizational settings.	Role-playing, Group discussion, in-depth self-analysis exercise.	Presentations, group formal discussion, and Projects

2. Assessment Tasks for Students

#	Assessment task*	Week Due	Percentage of Total Assessment Score
1	Quiz	3	10
2	Homeworks/Assessments/Projects	During Semester	20
3	Midterm Exam	9	30
4	Final Exam	16	40

*Assessment task (i.e., written test, oral test, oral presentation, group project, essay, etc.)

E. Student Academic Counseling and Support

Arrangements for availability of faculty and teaching staff for individual student consultations and academic advice:

1. Eight Office hours weekly can be booked through the students' SIS account.
2. Online discussion through the LMS forums and instant messaging.
3. Instructor email available in the course syllabus.
4. Occasional mobile calls or SMS for urgent messages.

F. Learning Resources and Facilities

1. Learning Resources

Required Textbooks	Scott Snell; Shad Morris; George W. Bohlander, (2017), Managing Human Resources , 17th Edition, Cengage Learning: ISBN-10: 1- 285-86639-8, ISBN-13
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Essential References Materials	Journals and Reports distributed on the bases of lectures delivered to the students.
Electronic Materials	Internet resources, Lecture slides-video
Other Learning Materials	Magazines and Newspaper

2. Facilities Required

Item	Resources
Accommodation (Classrooms, laboratories, demonstration rooms/labs, etc.)	Classroom.
Technology Resources (AV, data show, Smart Board, software, etc.)	Data show + smart boards.
Other Resources (Specify, e.g. if specific laboratory equipment is required, list requirements or attach a list)	Internet access point.

G. Course Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
End of semester Course Evaluation.	Students	Indirect
Effectiveness of teaching and assessment.	Peer reviewer	Indirect
Course learning outcomes assessment.	Faculty members	Direct
Quality of learning resources	Students	Indirect

Evaluation areas (e.g., Effectiveness of teaching and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)

Evaluators (Students, Faculty, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

H. Specification Approval Data

Council / Committee	HRM DEPARTMENT COUNCIL - COB
Reference No.	
Date	APRIL 3, 2022

