

**DESCRIPTION OF THE COURSE OF STUDY  
FOR EXCHANGE STUDENTS**

<b>Kod przedmiotu</b>	0413.3ZARZ2.D5.SZZ	
<b>Name of the course in</b>	English	<i>Human Resources Management Strategies</i> Strategie zarządzania zasobami ludzkimi
	Polish	

**1. LOCATION OF THE COURSE OF STUDY WITHIN THE SYSTEM OF STUDIES**

<b>1.1. Field of studies</b>	Management
<b>1.2. Form of studies</b>	Full Time / Part Time
<b>1.3. Level of studies</b>	II degree (Master Degree)
<b>1.4. Profile of studies</b>	Academic
<b>1.5. Person responsible for the card</b>	Katarzyna Brożek, PhD
<b>1.6. Kontakt</b>	katarzyna.brozek@ujk.edu.pl

**2. GENERAL CHARACTERISTICS OF THE COURSE OF STUDY**

<b>2.1. Language</b>	English, Polish
<b>2.2. Prerequisites</b>	Management Concepts

**3. DETAILED CHARACTERISTICS OF THE COURSE OF STUDY**

<b>3.1. Form of classes</b>	Lecture, practical classes	
<b>3.2. Place of classes</b>	Lecture and practical classes at University	
<b>3.3. Form of assessment</b>	Lecture: exam, practical classes: graded credit	
<b>3.4. Didactic methods</b>	An informative and problematic lecture conducted with the use of computer-developed multimedia elements. Theoretical and practical exercises - description, explanation, classic problem method, documented discussions (case studies), group work, brainstorming, project method.	
<b>3.5. Literature</b>	<b>Basic</b>	<ol style="list-style-type: none"> <li>1. Król H., Ludwiciński A., Zarządzanie zasobami ludzkimi. Tworzenie kapitału ludzkiego organizacji, PWN, Warszawa 2022.</li> <li>2. Armstrong M., Taylor S., Zarządzanie zasobami ludzkimi, Wolters KluwerPolska, Warszawa 2016.</li> <li>3. Sułkowski Ł., Listwan T. (red.), Metody i techniki zarządzania zasobami ludzkimi, Difin, Warszawa 2016.</li> <li>4. Oleksyn T., Zarządzanie zasobami ludzkimi w organizacji wyd. 4, Wolters Kluwer Polska, Warszawa 2017.</li> <li>5. Pocztowski A., Rakowska A., Sitko-Lutek A. (red.), Zarządzanie zasobami ludzkimi w Polsce. Ewolucja i współczesność, Wolters Kluwer Polska, Warszawa 2021.</li> <li>6. Witczak H., Strategiczne zarządzanie zasobami ludzkimi. Studium systemu, PWN, Warszawa 2018.</li> </ol>
	<b>Additional</b>	<ol style="list-style-type: none"> <li>1. Kardas J.S., Dobre praktyki zarządzania zasobami ludzkimi. Analiza i planowanie, Uniwersytet Przyrodniczo-Humanistyczny w Siedlcach, Siedlce 2019.</li> <li>2. Ociecek W., Gajdzik B., Teoria i praktyka zarządzania zasobami ludzkimi we współczesnym przedsiębiorstwie produkcyjnym, Politechnika Śląska, Gliwice 2015.</li> <li>3. Moore Ch.W., Mediacje. Praktyczne strategie rozwiązywania konfliktów wyd. 3, Wolters Kluwer Polska, Warszawa 2016.</li> <li>4. Fabritius F., Hagemann H.W., Umysł lidera. Wykorzystaj przełomowe odkrycia neuronauki, które zmieniają podejście do zarządzania sobą innymi, Wydawnictwo: HRBP 2018.</li> <li>5. Mendryk I. (red.), Zarządzanie zasobami ludzkimi w nowej przestrzeni fizycznej i społecznej, Difin, Warszawa 2021.</li> <li>6. Noe R., Hollenbeck J., Gerhart B., Wright P., Human Resource Management, 12th Edition, Mcgraw Hill Higher Education, 2021.</li> </ol>

**4. OBJECTIVES, SYLLABUS CONTENT**

#### 4.1. Subject objectives

##### Lecture:

**C1. Knowledge** – Research on the functioning of the personnel department in organizations of various types..

**C2. Skills** – Acquiring the ability to research and build personnel strategies and implement them

**C3. Social competences** – Adaptation to teamwork conditions and development of competencies in the analysis, assessment and research of phenomena related to human resource management.

##### Practical classes:

**C1. Knowledge** – Knowledge of the main functions of human resource management.

**C2. Skills** – Ability to plan human resources and manage work in business practice.

**C3. Social competences** – Sensitization to the formation of correct employee relations and appropriate working conditions in professional life.

#### 4.2. Detailed syllabus

##### Lecture:

1. Catalog of terms in the field of human resource management.
2. Increasing the importance of people in the organization: from Taylorism to participation.
3. Development of the personnel function in organizations in Poland and in the world.
4. Contemporary changes in the implementation of the personnel function: marginalization and externalization.
5. Personnel strategies - definitions, types and characteristics.
6. Personnel strategies and organizational strategies - unions.
7. Selected personnel strategies used in organizations - assessment of their effectiveness.
8. Manipulation in managing people.
9. Ethical leadership.
10. Methods and techniques of shaping employee satisfaction and commitment.
11. Practical conditions of diversity management.
12. Talent management.
13. Relationship management in employee teams.
14. Conflict resolution strategies.
15. Socio-cultural consequences of the pandemic in the area of professional activity and personnel strategies.

##### Practical classes:

1. Human resource analysis.
2. Human resource planning.
3. Selection of employees.
4. Professional adaptation.
5. Work management.
6. Employee evaluation.
7. Motivating.
8. Employee development.
9. Shaping employee relations.
10. Shaping working conditions.
11. Personnel controlling.

#### 4.3. Subjects' learning outcomes

LO	A student who has passed a subject	Reference to directional learning outcomes
In terms of <b>KNOWLEDGE</b> :		
W01	Understands and sees the differences between classical and modern concepts of human resource management..	ZARZ2A_W05
W02	has knowledge of the best personnel strategies, factors and models shaping the success of modern organizations.	ZARZ2A_W15
W03	understands the essence and principles of personnel strategy management, thanks to which he is able to diagnose and solve personnel problems.	ZARZ2A_W17
in terms of <b>SKILLS</b> :		
U01	Is able to describe and properly interpret the importance of individual functions of human resource management in the proper functioning of the organization.	ZARZ2A_U02
U02	has skills in the field of methods of building and implementing an effective personnel strategy and thanks to this he is a valuable participant in decision-making processes in the organization	ZARZ2A_U04
U03	has practical knowledge of the concepts, methods and techniques of building and implementing a personnel strategy, which is why he successfully manages teams, creates communication and problem solving systems, conducts negotiations and implements systems of effective personnel strategies.	ZARZ2A_U16 ZARZ2A_U15
In terms of <b>SOCIAL COMPETENCES</b> :		
K01	shows initiative and commitment to activities in the field of developing and implementing	ZARZ2A_K03

	a personnel strategy tailored to the needs and capabilities of a business entity.	
K02	has theoretical and practical knowledge of the conditions and methods of applying various personnel strategies, thanks to which he flexibly adapts to the changing environment and independently improves the ability to manage human resources and the required business competences.	ZARZ2A_K05

Ways of verifying the achievement of the learning outcomes in question																		
Learning outcome	Way of verifying (+/-)																	
	Written exam			Project			Case study			Presentation			Activity during classes			Team work		
	Form of classes			Form of classes			Form of classes			Form of classes			Form of classes			Form of classes		
	W	C	...	W	C	...	W	C	...	W	C	...	W	C	...	W	C	...
W01	+				+											+		
W02	+																+	
W03	+									+							+	
U01	+							+		+								
U02								+						+				
U03								+						+			+	
K01					+									+				
K02	+				+									+				

#### 4.5. Criteria for assessing the degree of achievement of learning outcomes

Form of classes	Grade	Assessment criteria
Lecture	3	Gaining the total number of points possible to obtain from the exam at the level of 50% to 59%.
	3,5	Gaining the total number of points possible to obtain from the exam at the level of 60% to 69%.
	4	Gaining the total number of points possible to obtain from the exam at the level of 70% to 79%.
	4,5	Gaining the total number of points possible to obtain from the exam at the level of 80% to 89%.
	5	Gaining the total number of points possible to obtain from the exam at the level of 90% to 100%.
Practical classes	3	Worked in a group (case study). He made and presented a project at the level of 50-60% of the maximum number of points possible to get.
	3,5	Worked in a group (case study). Made and presented the project at the level of 61-70% of the maximum number of points possible to get. He showed sporadic activity in class.
	4	Worked in a group (case study). Completed and presented the project at the level of 71-80% of the maximum number of points possible to get. He showed average activity in class.
	4,5	Worked in a group (case study). Made and presented the project at the level of 81-90% of the maximum number of points possible to get. He showed above-average activity in class.
	5	Worked in a group (case study). He made and presented the project at the level of 91-100% of the maximum number of points possible to get. He showed outstanding activity in class.

#### 4. ECTS POINTS BALANCE - STUDENT WORKLOAD

Category	Student workload	
	Full time studies*	Part time studies*
<b>NUMBER OF HOURS IMPLEMENTED WITH DIRECT PARTICIPATION OF THE TEACHER /CONTACT HOURS/</b>	<b>50</b>	<b>25</b>
Participation in lectures	30	10
Participation in practical classes	15	10
Participation in the exam / test	3	3
Other: consultancy	2	2
<b>STUDENT'S INDEPENDENT WORK /NON-CONTACT HOURS/</b>	<b>25</b>	<b>50</b>
Preparation for the lecture	10	20
Preparation for the case study	5	10
Preparation of the project	10	20
<b>TOTAL HOURS</b>	<b>75</b>	<b>75</b>
<b>ECTS Credits</b>	<b>3</b>	<b>3</b>