



## Subject card

Subject name and code	Human Resources Management, PG_00037917						
Field of study	Management						
Date of commencement of studies	October 2022		Academic year of realisation of subject		2022/2023		
Education level	second-cycle studies		Subject group		Obligatory subject group in the field of study Subject group related to scientific research in the field of study		
Mode of study	Full-time studies		Mode of delivery		at the university		
Year of study	1		Language of instruction		Polish		
Semester of study	1		ECTS credits		3.0		
Learning profile	general academic profile		Assessment form		assessment		
Conducting unit	Department of Social Sciences and Philosophy -> Faculty of Management and Economics						
Name and surname of lecturer (lecturers)	Subject supervisor		dr Michał Tomczak				
	Teachers		dr Michał Tomczak				
Lesson types and methods of instruction	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	30.0	0.0	0.0	0.0	30
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	30		6.0		39.0	75
Subject objectives	Acquiring the ability to describe main problems, characterize techniques and distinguish the most important tools in the field of human resource management within contemporary work environment.						
Learning outcomes	Course outcome		Subject outcome		Method of verification		
	[K7_K02] interacts by taking on roles in the group that are conducive to maximising the effects of teamwork, including social relations		The student identifies social relations, roles in the group and selects the appropriate tools in the field of human resource management to maximize the effects of teamwork.		[SK5] Assessment of ability to solve problems that arise in practice		
	[K7_U13] analyses and evaluates social phenomena taking place in organizations and can create task-oriented teams based on the principles of group work		Student distinguishes and analyzes social phenomena and roles in the area of human resource management in organizations based on the principles of group work.		[SU2] Assessment of ability to analyse information		
	[K7_W06] has an in-depth knowledge of the different types of social relationships and patterns within the organisation, its stakeholders and its environment		The student describes the role of social bonds in human resource management and has knowledge of regularities between them in the context of shaping relationships between people in the organization and the environment.		[SW1] Assessment of factual knowledge		

Subject contents	1. Determinants of processes in the area of human resources 2. Personnel function and personnel strategy 3. Digital technologies in the area of HR 4. Shaping the structure and state of employment 5. Work analysis and job description 6. Workplace evaluation 7. Employee recruitment 8. Employee selection 9. Onboarding in the organization 10. Employee evaluation and work evaluation 11. Remuneration and motivation systems 12. Employee training 13. Employee development and career management 14. Happiness and stress in the work environment 15. Prospects for the evolution of human resource management		
Prerequisites and co-requisites	Not concern.		
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	Attendance	90.0%	30.0%
	Practical exercise	50.0%	10.0%
	Project	50.0%	30.0%
	Test	50.0%	30.0%
Recommended reading	Basic literature	1. Tomczak M., Krawczyk-Bryłka B., <i>Zarządzanie Zasobami Ludzkimi</i> , Warszawa 2017 2. Armstrong M., <i>Zarządzanie zasobami ludzkimi</i> , Warszawa 2011 3. Pocztowski A., <i>Zarządzanie zasobami ludzkimi</i> , Warszawa 2016 4. Król H., Ludwiczynski A. (red.), <i>Zarządzanie zasobami ludzkimi.</i> , Warszawa 2017 5. Listwan T., Sułkowski Ł. (red.), <i>Metody i techniki zarządzania zasobami ludzkimi</i> , Warszawa 2016	
	Supplementary literature	1. Sajkiewicz A. (red.), <i>Zasoby ludzkie w firmie</i> , Warszawa, 2004 2. Juchnowicz M. (red.), <i>Narzędzie i praktyka ZZL</i> , Warszawa 2010 3. Dale M., <i>Skuteczna rekrutacja i selekcja pracowników</i> , Warszawa 2012 4. Woźniak J., <i>Rekrutacja teoria i praktyka</i> , Warszawa 2013 5. Marcinak J., <i>Standaryzacja procesów zarządzania personelem</i> , Kraków 2006	
	eResources addresses	Adresy na platformie eNauczanie: Zarządzanie Zasobami Ludzkimi - Zarządzanie 4 sem. 2022/23 - Moodle ID: 23500 <a href="https://enauczanie.pg.edu.pl/moodle/course/view.php?id=23500">https://enauczanie.pg.edu.pl/moodle/course/view.php?id=23500</a>	
Example issues/ example questions/ tasks being completed	Development of a set of tools in the field of personnel policy for a selected workplace. Development of a set of tools in the field of personnel policy for the selected organization. Creating a job description card. Carrying out job evaluation in the organization. Preparation of a model recruitment advertisement. Preparation the scenario of the selection interview. Designing the assumptions of the adaptation process in the organization. Career path development.		
Work placement	Not applicable		