

<b>Module Code:</b>	BUS352
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<b>Module Title:</b>	Fundamentals of HRM
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<b>Level:</b>	3	<b>Credit Value:</b>	20
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<b>Cost Centre(s):</b>	GAMG	<b>JACS3 code:</b>	N211
		<b>HECoS code:</b>	100810

<b>Faculty</b>	Faculty of Social and Life Sciences	<b>Module Leader:</b>	Holly Dougan
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Scheduled learning and teaching hours	40 hrs
Guided independent study	160 hrs
Placement	0 hrs
<b>Module duration (total hours)</b>	<b>200 hrs</b>

<b>Programme(s) in which to be offered (not including exit awards)</b>	Core	Option
BA (Hons) Business (with Foundation Year)	x	<input type="checkbox"/>
BA (Hons) Accounting and Finance (with Foundation Year)	x	<input type="checkbox"/>
BA (Hons) Hospitality, Tourism and Event Management (with Foundation Year)	x	<input type="checkbox"/>
BA (Hons) Human Resource Management (with Foundation Year)	x	<input type="checkbox"/>
BA (Hons) Marketing (with Foundation Year)	x	<input type="checkbox"/>
BSc (Hons) Financial Technology Management (with Foundation Year)	x	<input type="checkbox"/>

<b>Pre-requisites</b>
None

**Office use only**

Initial approval: 04/04/2019

Version no: 1

With effect from: [Click or tap to enter a date.](#)

Date and details of revision:

Version no:

## Module Aims

In the 21st century HRM is at the heart of every organisation's activity, people management/development and process, regardless of whether the business operates in the private, public or third sector. Central to all HRM operations is the employee. This module will introduce students to the ever evolving world of HRM, and explore the tools and techniques HR Managers use to achieve their HR objectives.

## Intended Learning Outcomes

### Key skills for employability

- KS1 Written, oral and media communication skills
- KS2 Leadership, team working and networking skills
- KS3 Opportunity, creativity and problem solving skills
- KS4 Information technology skills and digital literacy
- KS5 Information management skills
- KS6 Research skills
- KS7 Intercultural and sustainability skills
- KS8 Career management skills
- KS9 Learning to learn (managing personal and professional development, self-management)
- KS10 Numeracy

### At the end of this module, students will be able to

### Key Skills

At the end of this module, students will be able to		Key Skills	
1	Identify the role of HRM in organisations	KS1	
		KS6	
2	Evaluate the key fundamental practises of HRM	KS1	
		KS6	
3	Discuss best practise for HRM	KS1	KS6
		KS2	KS9
		KS3	
4	Consider the implication of people within organisation	KS1	KS7
		KS2	KS9
		KS6	

### Transferable skills and other attributes

- Ability to collaborate and plan
- Contribute proactively
- Study, writing, IT skills
- Communication skills
- Meet objectives

**Derogations**

None

**Assessment:**

Indicative Assessment Tasks:

**Assessment 1:**

Using an example business of their choice: in small groups or pairs students should create a PowerPoint presentation considering themselves to be the HR manager for the company and offer a strategy of action based on a chosen theme. Example: recruiting for a specialised role.

**Assessment 2:**

Using the topics covered in the second half of teaching the students in small groups or pairs should create a portfolio related to a chosen business to explore and discuss the company's HR practices and if this fits with their knowledge of best fit.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration or Word count (or equivalent if appropriate)
1	1 & 2	Presentation	50%	15mins
2	3 & 4	Portfolio	50%	1500

**Learning and Teaching Strategies:**

Teaching will be delivered through a series of classroom-based lectures in which students will play an interactive role. In order to make the delivery of the module as relevant as possible to business, students will participate in a number of live case studies linked to theory and will participate in a number of formative assessments on Moodle.

The module is embedded within the values and practices espoused in the Glyndŵr University's Teaching and Learning and Assessment strategy whereby students are encouraged to take responsibility for their own learning and staff facilitate the learning process, with the aim of encouraging high levels of student autonomy in learning and the capacity to apply it within the wider environment.

**Syllabus outline:**

Brief introduction to the following topics:

1. Introduction to the purpose of HRM
2. HRM relations in business and hierarchy
3. Recruitment and selection
4. Payment and reward
5. Employee Relations
6. Motivation
7. Training and development
8. Leadership and Team Work

<b>Indicative Bibliography:</b>
<b>Essential reading</b>
Armstrong, M., & Taylor, S. (2017). <i>Armstrong's Handbook of Human Resource Management Practice</i> : 14 <sup>th</sup> Edition. London, U.K.: Ashford Colour Press Ltd.
<b>Other indicative reading</b>
<b>Websites</b>  CIPD – <a href="http://www.cipd.co.uk">www.cipd.co.uk</a> ILM – <a href="http://www.institutelm.com">www.institutelm.com</a> CMI – <a href="http://www.managers.co.uk">www.managers.co.uk</a> People Management – <a href="http://www.peopleandmanagement.co.uk">www.peopleandmanagement.co.uk</a>