

## COURSE OUTLINE

### 1. GENERAL

<b>SCHOOL</b>	SCHOOL OF ECONOMIC SCIENCES		
<b>DEPARTMENT</b>	Accounting & Finance		
<b>LEVEL OF STUDY</b>	Undergraduate		
<b>COURSE UNIT CODE</b>	AF403	<b>SEMESTER OF STUDY</b>	4th
<b>COURSE TITLE</b>	Human Resources Management		
<b>COURSEWORK BREAKDOWN</b>		<b>TEACHING WEEKLY HOURS</b>	<b>ECTS Credits</b>
Lectures and lab-project work		3	5
<b>COURSE UNIT TYPE</b>	Specific Course (Sc. Cs)		
<b>PREREQUISITES :</b>	There are no prerequisites.		
<b>LANGUAGE OF INSTRUCTION/EXAMS:</b>	Greek / English		
<b>COURSE DELIVERED TO ERASMUS STUDENTS</b>	yes		
<b>MODULE WEB PAGE (URL)</b>	<a href="https://eclass.uowm.gr/courses/ACCFIN104/">https://eclass.uowm.gr/courses/ACCFIN104/</a>		

### 2. LEARNING OUTCOMES

<b>Learning Outcomes</b>
<p>Upon successful completion of this course , the student should :</p> <ol style="list-style-type: none"> <li>I. Be able to understand the importance of managing human resources in the efficient operation of modern enterprises and organizations.</li> <li>II. Know the specific HRM functions and models. The student should have developed the skills to evaluate current HRM trends, strategies and practices which are applied to help the achievement of organizational goals.</li> <li>III. Be able to evaluate the strategic role of HRM in a global changeable, environment.</li> </ol>
<b>General Skills</b>

### 3. COURSE CONTENTS

<ol style="list-style-type: none"> <li>I. 1.The meaning and scope of HRM</li> <li>II. 2. Planning and anticipating needs</li> </ol>
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III.	Job analysis and description
IV.	Identify and attract staff
V.	Personnel selection
VI.	Training and staff development
VII.	Evaluation of employee performance
VIII.	Systems of employee compensation
IX.	Communication with employees and labor relations
X.	Worker safety
XI.	Equal Opportunities and Diversity
XII.	Labor movement and unions
XIII.	International human resources management

#### 4. TEACHING METHODS - ASSESSMENT

<b>MODE OF DELIVERY</b>	In class	
<b>USE OF INFORMATION AND COMMUNICATION TECHNOLOGY</b>	Learning process is supported through the electronic platform e-class.	
<b>TEACHING METHODS</b>	<b>Method description</b>	<b>Weekly Workload</b>
	Lecture	3
	Lab or (Project Work)	5
	<b>Total</b>	<b>8</b>
<b>ASSESSMENT METHODS</b>	i. Lab and/or Project Work 40% ii. End of semester formal examination 60%	

#### 5. RESOURCES

- Recommended Book Resources:

- Κώστας Τερζίδης, Κώστας Τζωρτζάκης (2004), Διοίκηση Ανθρωπίνων Πόρων, Εκδόσεις Rosili, Γέρακας Αττικής.
- Gary Dessler (2012), Διαχείριση ανθρώπινου δυναμικού, Εκδόσεις Κριτική
- Wayne R. Mondy (2010)/11η έκδ., Διοίκηση Ανθρωπίνων Πόρων, Εκδόσεις Α. Τζιόλα & Υιοί Ο.Ε., Θεσσαλονίκη.
- Λεωνίδας Σ. Χυτήρης (2013), Διοίκηση Ανθρώπινων Πόρων, Εκδόσεις Αντωνακοπούλου Ελένη, Αθήνα.
- Στέλλα Ξυροτούρη-Κουφίδου (2010)/Δ' έκδοση, Διοίκηση Ανθρώπινων Πόρων-Κτίζοντας τα Θεμέλια για τη Στρατηγική Διοίκηση των Ανθρώπων. Εκδόσεις Ανικούλα, Θεσσαλονίκη.
- Νάνσυ Παπαλεξανδρή, Δημήτρης Μπουραντάς (2002), Διοίκηση Ανθρώπινων

Πόρων, Εκδόσεις Γ. Μπένου, Αθήνα.

- Noe Raymond A., Hollenbeck John R., Gerhart Barry, Wright Patrick M. (2006 Τόμος Α΄, Διαχείριση ανθρώπινων πόρων, Εκδόσεις Παπαζήση ΑΕΒΕ, Αθήνα.
- Bratton, J. and Gold, J., (2003), Human Resource Management, Theory and Practice. Palgrave, UK
- Baruch Y. (2004), Managing Careers, Prentice Hall.

*- Recommended Article/Paper Resources:*

- Hiltrop, Jean-Marie, (1996).A framework for diagnosing human resource management practices. European Management Journal, Vol.14 (3), p.p. 243-254. <http://ideas.repec.org/a/eee/eurman/v14y1996i3p243-254.html#biblio>
  - Hiltrop, Jean-Marie, (1991).Human resource management in European banking: Challenges and responses. European Management Journal, Vol. 9, (1), p.p.36-42. <http://www.sciencedirect.com/science/article/pii/026323739190048U>
  - Bartel, A. (2004).Human Resource Management and Organizational Performance: Evidence from RetailBanking. Industrial & Labor Relations Review, Vol. 57 (2) Article 2. <http://digitalcommons.ilr.cornell.edu/ilrreview/vol57/iss2/2>
  - Niki Glaveli, Stella Kufidu, (2005) "The old, the young and the restless: A comparative analysis of the impact of environmental change on training in four Greek banks", European Business Review, Vol. 17 Iss: 5, pp.441 – 459.<http://www.emeraldinsight.com/journals.htm?articleid=1515039&>
  - Bournois, F. and Torchy, V. (1992). Human resources management in financial services organisations: France and Britain compared European Management Journal, Vol. 10, (3)3, p.p.315–326. <http://www.sciencedirect.com/science/article/pii/026323739290026Z>
  - Peter Reilly, (2012) "HR's future in a global setting", Human Resource Management International Digest, Vol. 20 Iss: 3, pp.3 – 5. <http://www.emeraldinsight.com/journals.htm?issn=0967-0734&volume=20&issue=3&articleid=17030495&show=abstract>
  - Paul Boselie, Chris Brewster, Jaap Paauwe, (2009) "In search of balance – managing the dualities of HRM: an overview of the issues", Personnel Review, Vol. 38 Iss: 5, pp.461 – 471. <http://www.emeraldinsight.com/journals.htm?issn=0048-3486&volume=38&issue=5&articleid=1805317>
  - Deborah Blackman, Janine O'Flynn, D.P. Mishra, (2010) "Can strategic human resource management enable gross national happiness?", International Journal of Commerce and Management, Vol. 20 Iss: 3, pp.232 – 245. <http://www.emeraldinsight.com/journals.htm?issn=1056-9219&volume=20&issue=3&articleid=1881653>
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- Selection of articles from specific academic journal as:
  - Journal of Human Resource Management
  - Human Resource Management
  - International Journal of Selection and Assessment

- Human Resource Management International Digest