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| ÇAĞ UNIVERSITY ***VOCATIONAL SCHOOL***  ***PUBLIC RELATIONS AND ADVERTISING PROGRAM*** | | | | | | | | | | | | | | | | | | | | | | |
| **Code** | | **Course Title** | | | | | | | | | | | | | **Credit** | | | | | **ECTS** | | |
| ISL 206 | | Human Resource Management | | | | | | | | | | | | | (3-0-0)3 | | | | | 6 | | |
| **Prerequisites** | | | | | | | **None** | | | | | | | | | | | | | | | |
| **Language of Instruction** | | | | | | | Turkish | | | |  | | | | | |  | | | | | |
| **Type and Level of Course** | | | | | | | Compulsory /2.Year/Spring Semester | | | | | | | | | | | | | | | |
| **Lecturers** | | | **Name(s)** | | | | | | |  | | | | | |  | | | | **Contacts** | | |
| **Course Coordinator** | | | Dr. Yonca BİR | | | | | | |  | | | | | |  | | | | [yoncabir@cag.edu.tr](mailto:yoncabir@cag.edu.tr) | | |
| **Course Objective** | | | To provide students the functions of Human Resource Management (HRM) and theoretical and practical knowledge and skills in some of the contemporary approaches to HRM. | | | | | | | | | | | | | | | | | | | |
| **Learning Outcomes of the Course** |  | | Students who have completed the course successfully should be able to: | | | | | | | | | | | | | | | **Relationship** | | | | |
| **Prog. Output** | | | | **Net Effect** |
| **1** | | Explain the development of HRM field. | | | | | | | | | | | | | | | 1 | | | | **5** |
| **2** | | Describe the functions of Human Resource Management in an organization. | | | | | | | | | | | | | | | 3 | | | | **5** |
| **3** | | Describe the functions of HR department and its relationship with other departments. | | | | | | | | | | | | | | | 6 | | | | **5** |
| **4** | | Compare the importance of HR function in an organization. | | | | | | | | | | | | | | | 1 | | | | **5** |
| **5** | | Examine the difference and importance of Strategic HRM. | | | | | | | | | | | | | | | 3,6 | | | | **4,4** |
| **6** | | Propose recommendations about companies’ HR systems. | | | | | | | | | | | | | | | 3 | | | | **5** |
| **Course Description:** It covers human resource planning, job analysis, recruitment, selection, orientation, training and development, and personnel relations. It also evaluates the emerging trends in human resource management. Also in this course some practical human resource management skills will be given to students in the frame of legal and ethical issues As their term projects students also have a chance to practice interview methods and improve their interviewing and leaderships skills. | | | | | | | | | | | | | | | | | | | | | | |
| **Course Contents:( Weekly Lecture Plan )** | | | | | | | | | | | | | | | | | | | | | | |
| **Weeks** | **Topics** | | | | | | | | | | | **Preparation** | | | | | | | **Teaching Methods** | | | |
| **1** | Introduction to HRM | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **2** | HRM and Basic Concepts | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **3** | Job Analysis and Design | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **4** | HRM Planning | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **5** | Collecting Applications | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **6** | Recruitment | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **7** | Onboarding | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **8** | Orientation | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **9** | Carrier Planning | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **10** | Performance Evaluation | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **11** | Compensation Management | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **12** | Organizational Relations and Activities | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **13** | Motivation | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **14** | Union Management&Relationship | | | | | | | | | | | Textbook | | | | | | | Presentation & Discussion | | | |
| **REFERENCES** | | | | | | | | | | | | | | | | | | | | | | |
| **Textbook** | | | | | | İnsan Kaynakları Yönetimi, Zeyyat Sabuncuoğlu, Beta Publishing | | | | | | | | | | | | | | | | |
| **Course Notes** | | | | | | It will be shared by the instructor through the automation system. | | | | | | | | | | | | | | | | |
| **Recommended Reading** | | | | | Harvard Business Review (Turkish-English)  Tedx Talks on Human Resources Instagram: hr.magazine, kariyerkapisi, yetenek kapisi | | | | | | | | | | | | | | | | | |
| **ASSESSMENT METHODS** | | | | | | | | | | | | | | | | | | | | | | |
| **Activities** | | | | **Number** | | | | | **Effect** | | | | **Notes** | | | | | | | | | |
| **Midterm** | | | | 1 | | | | | %30 | | | |  | | | | | | | | | |
| **Assignment** | | | | 1 | | | | | %20 | | | |  | | | | | | | | | |
| **Final** | | | | 1 | | | | | %50 | | | |  | | | | | | | | | |
| ***Effect of The Final Exam*** | | | |  | | | | | %50 | | | |  | | | | | | | | | |
| **ECTS TABLE** | | | | | | | | | | | | | | | | | | | | | | |
| **Contents** | | | | | | | | **Number** | | | | | | **Hours** | | | | | | | **Total** | |
| **Hours in Classroom** | | | | | | | | 14 | | | | | | 3 | | | | | | | **42** | |
| **Hours out Classroom** | | | | | | | | 14 | | | | | | 3 | | | | | | | **42** | |
| **Midterm Exam** | | | | | | | | 1 | | | | | | 35 | | | | | | | **35** | |
| **Assignment** | | | | | | | | 1 | | | | | | 30 | | | | | | | **30** | |
| **Final Exam** | | | | | | | | 1 | | | | | | 35 | | | | | | | **35** | |
| **Total**  **Total / 30**  **ECTS Credit** | | | | | | | | | | | | | | | | | | | | | **184** | |
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