

Title Personnel management	Code 10111053410111101415
Field Management - Part-time studies - Second-cycle studies	Year / Semester 2 / 4
Specialty -	Course elective
Hours Lectures: 1 Classes: 10 Laboratory: - Projects / seminars: -	Number of credits 2
	Language polish

Lecturer:

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Status of the course in the study program:

Elective course of the study program for Management at the Faculty of Engineering Management.

Assumptions and objectives of the course:

To acquaint students with issues of human resource management - the process of personnel selection, by them until after the dismissal.

Contents of the course (course description):

The terms and conditions associated with the process of human resources management. Recruitment and selection of personnel (from the standpoint of the employer and the employee). Forms of employment. The basic theories of motivation. The process of motivation in practice. Leader and manager - similarities and differences (competencies, skills, sources of power). The pyramid of knowledge and power. The training process for managers and executive staff (including coaching and mentoring). The developing process and personnel competencies evaluations?. Communication in organization. The bullying in organization and coping with it. International human resources management. Corporate social responsibility in the sphere of employment.

Introductory courses and the required pre-knowledge:

Basic concepts related to human resources management.

Courses form and teaching methods:

Interactive lectures, classes, case studies

Form and terms of complete the course - requirements and assessment methods:

Written test, preparation and presentation of selected topic from the list - for about 15 minutes, essay, (up to 7000 words, singly or in pairs). Include activity.

Basic Bibliography:

Additional Bibliography:

