

Course Unit Descriptor

Study Programme: Fruit science, viticulture and horticulture, module Fruit science and viticulture			
Course Unit Title: Human Resource Management 1			
Course Unit Code: 19.AEK044			
Name of Lecturer(s): Prof. Vesna O. Rodić; Ass. prof. Jelena J. Despotović			
Type and Level of Studies: Undergraduate academic studies			
Course Status (compulsory/elective): elective			
Semester (winter/summer): winter			
Language of instruction: English			
Mode of course unit delivery (face-to-face/distance learning): face-to-face			
Number of ECTS Allocated: 6			
Prerequisites: -			
Course Aims: The goal of the course is to prepare students for entering the labor market and help them to develop their careers, that is, to introduce students to the importance of human resources, modern trends in human resources management, and legislation in this area, so that in practice they become attractive for selection in recruitment process and capable to be a part successful team, and later to be able to select, motivate and retain the best staff.			
Learning Outcomes: Students can use the knowledge and skills they acquire and develop in this course universally, regardless of their future job positions. They are aware of the importance of human resources, they know the difference between managing things and managing people, and as such, they fit into the team more easily, communicate better with their environment and thus contribute to the creation of a positive working atmosphere and the success of the collective in which they work.			
Syllabus: <i>Theory:</i> Concept, subject, and goals of the human resource management (HRM); The place of the HRM function in the organization; Development stages of HRM; Contemporary trends in HRM; Impact of changing environment; Managing equal opportunities and differences; Types of discrimination; Positive action programs; Planning and recruitment of HR; Job analysis; Internal and external sources of recruitment; Selection; Testing; Interviewing; Unconventional selection methods; Retention of staff; Employee performance management; Reward management; Advancement, training, and development in the organization; <i>Practice:</i> Practical work take place through (team) seminar work and active participation of students in discussions on selected topics. The topics are adapted to the student's interests and correspond to current issues in this field. Possible topics are: The impact of globalization and technological progress on HRM; Racial, gender, and age discrimination; Abuse at work (mobbing); Recruitment at universities and via the Internet; Recruitment based on recommendations; Unconventional selection methods (polygraph, graphology, astrology...); Writing a motivational letter and a curriculum vitae (CV); Preparing for an interview; Dress code; Non-verbal communication; Presentation techniques and skills.			
Required Reading: Rodić, Vesna (2022): Human resource management, PDF reader available free of charge for students to monitor classes and prepare for the exam; Gary Dessler (2020): Human Resource Management, Pearson, ISBN-13: 9780135637289 Price, A. (2007): Human Resource Management in a Business Context, Thomson			
Weekly Contact Hours: 4	Lectures: 2	Practical work: 2	
Teaching Methods: traditional lectures (based on PPT presentations), seminar papers, discussion groups, mentoring work with students			
Knowledge Assessment (maximum of 100 points):			
Pre-exam obligations	points	Final exam	points
Active class participation	5	written exam	60
Practical work	5	oral exam	10
Home work(s)	10	
Seminar(s)	10		
The methods of knowledge assessment may differ; the table presents only some of the options: written exam, oral exam, project presentation, seminars, etc.			