

2.3.3. Human Resources

| SRH Hochschule Heidelberg International Business B.A. | | | | | |
|--|-----------|----------------|---------------------|--------|--|
| Module: Human Resources (compulsory) | | | | | |
| 5- Week block | Frequency | Pre-requisites | Exam / Assessment | ECTS | Student Workload |
| One Five week block | Annually | None | Written exam (100%) | 6 ECTS | Lectures 60 hours Self-study 90 hours Total of 150 hours |
| Learning Outcomes | | | | | |
| <p>After this course, students will:</p> <ul style="list-style-type: none"> • Understand behavioral patterns as a basic principle of intervention • Become familiar with organizational structure and the tools for its implementation • Understand the various roles of HR work within a company • Recognize appropriate situations for applying HR tools (by way of examples) | | | | | |
| Course Structure | | | | | |
| <p>Fundamentals of organizations</p> <ol style="list-style-type: none"> 1. Significance and classification of behavioral patterns 2. Basic terms in organizational studies 3. Components and classic configurations of organizational structures 4. Introduction to process organization and management 5. General organizational tools (manuals, reporting systems, etc) 6. Meetings and regular communication (goals, implementation, success factors) 7. Process management (implementation and organizational integration) <p>Fundamentals of Human Resources</p> <ol style="list-style-type: none"> 1. HR work in the company (HR department, operating department, company leaders) 2. Human resource planning and controlling; HR structure 3. Human resource allocation (recruitment, selection, discharge) 4. Labor utilization (placement, time models, working methods) 5. Fundamentals of leadership (leadership situations & instruments) | | | | | |
| Key Words | | | | | |
| <p>Fundamentals of organizations, behavioral patterns, organizational studies, organizational structures, organization, management, manuals, reporting systems, communication, goals, implementation, success factors, process management, implementation, organizational integration, Human Resources, HR, planning and controlling, HR structure, resource allocation, recruitment, selection, discharge, labor utilization, placement, time models, working methods, fundamentals of leadership.</p> | | | | | |
| Literature | | | | | |
| <p>Hentze, J. / Kammel, A. 2001: Personalwirtschaftslehre [Studying human resource management], 2 Bnd., Bern</p> <p>Scholz, C. 2000: Personalmanagement [Human resource management], München</p> <p>Schreyögg, G. 2000: Organisation [Organization], 3. Aufl., Wiesbaden</p> <p>Schulte-Zurhausen, M. (1999): Organisation [Organization], 2. Aufl., München</p> <p>*The text in brackets constitutes direct translations from the German – not officially published English titles</p> | | | | | |