

Sub.	Course Description – توصيف مقرر دراسي	الموضوع	 كلية المعرفة ALMAAREFA COLLEGE
Date		التاريخ	

Course Code & No	BUSN 302	دار 302	رقم المقرر ورمزه
Course Name	Human Resource Mangment	إدارة الموارد البشرية	اسم المقرر
Credit Hours	3 (3 + 0 + 0)	(0 + 0 + 3) 3	عدد الساعات المعتمدة
Pre-requisite	BUSN 201	دار 201	المتطلب السابق

General Description	توصيف عام
<p>This course aims at introducing the students with:</p> <p>An introduction to human resource management, manpower planning, recruitment, selection, development, compensation, and, appraisal of employee.</p>	

Course Objectives	أهداف المقرر
<ul style="list-style-type: none"> • Recognize the concepts of human resource management, manpower planning, recruitment, selection, compensation, and, appraisal of employee. • Explain the various definitions of the term 'human resource development'. • Describe how the company can satisfy both the customers and the employees. • Analyze different human resources cases and examples . • Explain how learning and development, along with other elements, such as reward, are integral to an effective. • Judge the organization needs to utilize its resources . • Use ethical values to judge candidates' qualifications . • Analyzing Human resources' cases with team members. • Explain the ethical ways to hire and train the organization's employees. • Research some giving subjects and present them in the class using the latest HR concepts. • Assess the decision making process by managers using research reports . • Making web research to connect the HR concepts with real companies' situations. <p>Question the other students about human recourses</p>	

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ideas, problems, and solutions .	
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Course Outlines	مفردات المقرر
<ul style="list-style-type: none"> • Resource management: present and future. • Information technology for human resources • Job analysis and job design. • Human resource planning. • Recruiting employees. • Selecting employees. • Orientation and employee training. • Management and organizational development. • Career development. • Performance appraisal systems. • Organizational reward system. • Base wage and salary system. • Incentive pay systems. 	

References	المراجع
Byars, L. and Rue, L., Human Resource Management, 10th Edition, 2010, McGraw Hill.	