

## HUMAN RESOURCES MANAGEMENT

Degree(s)	: Management
Type	: Compulsory course unit
Curricular year/semester	: 3rd year / 2nd Semester
ECTS / hours per week	: 6 ECTS / 4.0 Hours
Workload per Week	: 2Theoretical/Practical x 2Hours
Teacher responsible	: Professor Maria Eduarda Mariano Agostinho Soares

### OBJECTIVES

- Understanding the relationships between H.R.M., general management and strategic management.
- Analysing H.R.M. main functions, e.g.:
  - Recruitment and selection;
  - Performance appraisal;
  - Pay and benefits.
- Developing skills for analysing H.R.M. information.
- Developing problem-solving and decision-making skills in H.R.M.
- Developing awareness and sensitivity regarding the impact of decisions on people.

### PROGRAM

- The context of H.R.M.
  - Developmental stages of H.R.M.;
  - Legal aspects of H.R.M.
- Information systems for H.R.M.;
- H.R. planning;
- Strategy and H.R.M.;
- Recruitment and Selection;
- Careers, Performance Appraisal, Leadership, Pay and Benefits;

- Training and Development, Communication, and Organizational Culture.

## **BIBLIOGRAPHY**

### **Recommended Bibliography:**

- Torrington, D., Hall, L., e Taylor, S. (2008), *Human Resource Management, 7th ed.*, Prentice Hall Europe.

### **Optional Bibliography:**

- Ivancevich, J.M. (2008), *Gestão de Recursos Humanos*, ed. 10ª McGraw-Hill
- de Boislandelle, M. (1988), *Gestion des Ressources Humaines dans les PME*. Paris: Ed. Economica
- Câmara, P. B, Guerra, P. B., e Rodrigues, J. V. (1997), *Humanator, Recursos Humanos e Sucesso Empresarial*. Lisboa: Publicações Dom Quixote
- Peretti, J.-M. (1994), *Recursos Humanos*. Lisboa: Edições Sílabo