

Year

Department of Marketing and Advertising / Department of Marketing and Advertising /

Course Code	Course Name	Teorical	Practice	Laboratory	Credits	ECTS
HİT230	HUMAN RESOURCES MANAGEMENT	2.00	0.00	0.00	2.00	3.00

Course Detail

Course Language	: Turkish
Qualification Degree	: PreBachelor
Course Type	: Optional
Preconditions	: Not
Objectives of the Course	: This course aims to teach students how the process of identifying and planning human resource needs in organizations, and subsequently ensuring the procurement of personnel within this framework, is carried out.
Course Contents	: This course covers the following topics: Introduction to Human Resource Management (HRM); the drivers of HRM development; a comparison of Personnel Management and HRM; the functions and fundamental principles of HRM; HRM and its environment; job analysis; HR procurement and selection; job interviews; employee training; career management and challenges in career management; compensation management; and industrial relations.
Recommended or Required Reading	: -Course Notes - Human Resource Management (2019). Atatürk University Open Education Faculty Publication, Erzurum. - Bingöl, Dursun (2021). Human Resource Management. Arkan Publishing, Istanbul.
Planned Learning Activities and Teaching Methods	: Presentation; Lectures (Topic Delivery); Discussion; Brainstorming; Q&A Sessions.
Recommended Optional Programme Components	: Scientific articles, live job interviews, and HRM videos.
Course Instructors	: Öğr. Gör. Aynur Karakoç
Instructor's Assistants	: There are no teaching assistants for this course.
Presentation Of Course	: Face-to-face instruction. Course Instructor: Lecturer Aynur KARAKOÇ.
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Course Outcomes

Upon the completion of this course a student :
1 Can describe HRM practices in organizations.
2 Can analyze personnel recruitment and selection processes.
3 Can explain the functions of career management and human resource management.
4 Can conduct basic types of interviews.
5 Can explain the concept of human resources and describe its importance and key characteristics.

Pre / Side Conditions

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Weekly Contents						
	Theorical	Practice	Laboratory	Preparation Info	Teaching Methods	Course Learning Outcomes
1.Week	*Introduction to Human Resource Management			*Study the course notes from pages 1 to 20.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.1 Ö.Ç.1
2.Week	*Comparison of Personnel Management and Human Resource Management			*Study the course notes from pages 21 to 26.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.1 Ö.Ç.1
3.Week	*Human Resource Functions			*Study the course notes from pages 27 to 38.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.1 Ö.Ç.1
4.Week	*Principles and Organization of Human Resource Management			*Study the course notes from pages 39 to 53.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.5 Ö.Ç.1 Ö.Ç.5 Ö.Ç.1 Ö.Ç.5
5.Week	*Human Resource Management and the Environment			*Study the course notes from pages 54 to 75.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.5 Ö.Ç.1 Ö.Ç.5 Ö.Ç.1 Ö.Ç.5
6.Week	*Human Resource Planning			*Study the course notes from pages 76 to 92.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.3 Ö.Ç.1 Ö.Ç.3 Ö.Ç.1 Ö.Ç.3
7.Week	*Job Analysis, Job Requirements, and Job Descriptions			*Study the course notes from pages 93 to 122.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.5 Ö.Ç.1 Ö.Ç.5 Ö.Ç.1 Ö.Ç.5
8.Week	*Midterm Exam					
9.Week	*Personnel Selection and Selection Process			*Study the course notes from pages 123 to 154.	*Sözlü ve Görsel Anlatım, Sunum, Tartışma	Ö.Ç.2 Ö.Ç.2 Ö.Ç.2
10.Week	*Employee Selection Process and Interview Questions			*Study the course notes from pages 155 to 190.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.2 Ö.Ç.4 Ö.Ç.2 Ö.Ç.4 Ö.Ç.2 Ö.Ç.4
11.Week	*Personnel Training			*Study the course notes from pages 191 to 226.	*Lecturing, Discussion, Role-Playing, and Case Studies	Ö.Ç.2 Ö.Ç.4 Ö.Ç.2 Ö.Ç.4 Ö.Ç.2 Ö.Ç.4
12.Week	*Career Management and Planning			*Study the course notes from pages 227 to 243	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.3 Ö.Ç.3 Ö.Ç.3
13.Week	*Challenges in Career Management			*Study the course notes from pages 244 to 253.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.3 Ö.Ç.3 Ö.Ç.3
14.Week	*Compensation Management			*Study the course notes from pages 254 to 259.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.1 Ö.Ç.3 Ö.Ç.5 Ö.Ç.1 Ö.Ç.3 Ö.Ç.5 Ö.Ç.1 Ö.Ç.3 Ö.Ç.5
15.Week	*Industrial Relations			*Study the course notes from pages 260 to 275.	*Oral and Visual Communication, Presentation, and Discussion	Ö.Ç.5 Ö.Ç.5 Ö.Ç.5
16.Week	*Final Exam					

Assesment Methods %

1 Mz : 40.000

2 Final : 60.000

ECTS Workload

Activities	Count	Time(Hour)	Sum of Workload
Vize	1	1.00	1.00
Ara Sınav Hazırlık	3	5.00	15.00
Final	1	1.00	1.00
Final Sınavı Hazırlık	3	5.00	15.00
Derse Katılım	14	2.00	28.00
Ders Öncesi Bireysel Çalışma	14	2.00	28.00
Ders Sonrası Bireysel Çalışma	2	1.00	2.00
			Total : 90.00
			Sum of Workload / 30 (Hour) : 3
			ECTS : 3.00

Program And OutcomeRelation														
	P.O.1	P.O.2	P.O.3	P.O.4	P.O.5	P.O.6	P.O.7	P.O.8	P.O.9	P.O.10	P.O.11	P.O.12	P.O.13	P.O.14
	P.O. 1	P.O. 2	P.O. 3	P.O. 4	P.O. 5	P.O. 6	P.O. 7	P.O. 8	P.O. 9	P.O. 10	P.O. 11	P.O. 12	P.O. 13	P.O. 14
L.O. 1	4	0	3	1	4	3	1	1	1	0	2	0	0	0
L.O. 2	4	0	4	1	5	3	2	1	1	0	4	0	0	0
L.O. 3	4	1	3	1	4	3	1	5	1	1	2	0	1	0
L.O. 4	3	0	3	1	3	5	2	1	2	0	2	0	0	0
L.O. 5	4	0	3	1	3	2	0	1	1	0	1	0	0	0
Avarage	3.80	0.20	3.20	1.00	3.80	3.20	1.20	1.80	1.20	0.20	2.20	0	0.20	0

Ders/Program Çıktıları İlişkisi														
P.O. 1	P.O. 2	P.O. 3	P.O. 4	P.O. 5	P.O. 6	P.O. 7	P.O. 8	P.O. 9	P.O. 10	P.O. 11	P.O. 12	P.O. 13	P.O. 14	

BEWARE OF PLAGIARISM! Please pay attention to proper academic citation rules and avoid plagiarism, an unethical and academically fraudulent behavior, when completing reports, assignments, or other academic works, and it is treated with the same disciplinary action as cheating in a classroom setting. It is imperative to refrain from presenting another person's ideas, language, expressions, or any other form of intellectual property as your own. Regardless of quality, your assignments/projects/research should reflect your original work. Perfection is not a requirement, and in case of any uncertainties regarding academic writing guidelines, you may seek clarification from your course instructor.

Engel Durumu/Uyarılama Talebi : Engel durumuna ilişkin herhangi bir uyarılama talebinde bulunmak isteyen öğrenciler, dersin öğretim elemanı ya da Nevşehir Engelli Öğrenci Birimi ile en kısa sürede iletişime geçmelidir.