



**University of
Roehampton
London**

**BUS020N510A
Module Convenor:
Introduction to Human Resources
Management**

**Yvette Adams
Module Booklet
June 2022**

OUTLINE

This module introduces you to the key aspects of HRM and in particular resourcing and talent planning. You will be introduced to the work of the Chartered Institute for Personnel and Development (CIPD) and begin the journey of mapping your knowledge and skills against the CIPD profession map. On a weekly basis we will explore different HR practices and consider the links between theory, 'best practice' and organisational examples. Through these activities, you will receive constructive feedback from your peers as well as the academic teaching team. Using the knowledge that you develop you will be able to understand the full range of HR processes that take place in organisations and evaluate different approaches to managing HR problems.

The assessment for this module takes the form of the design and delivery of a podcast, this will allow you to demonstrate the knowledge and skills that you have gained in the module. Through the delivery of the podcast, you will also be able to demonstrate and evidence the HR skills that you have developed in terms of presenting to a culturally diverse audience using your developing professional skills and growing self-confidence.

Who will be teaching you?

Your Module Tutor is:

Margaret Adjaye

Margaret.adjaye@roehampton.ac.uk

Where will your seminars take place?

Unless otherwise stated, your seminars are held **Monday – Thursday from 9AM to 1PM** in **Queens Building to be determined**

For directions: Please see the Campus Map.

When will you receive feedback on your work?

You will be discussing key texts and sharing your own work for both peer and tutor feedback. You will study case studies, relevant research, undertake self-assessments, quizzes, discussions and debates in small groups, with your whole seminar class. Progress on your presentation will be discussed in the seminar groups and you will receive feedback from your seminar tutor.

How will you be assessed?

The assessment for this module takes the form of the design and delivery of a group presentation, this will allow you to demonstrate the knowledge and skills that you have gained in the module. Through the delivery of the presentation, you will also be able to demonstrate and evidence the HR skills that you have developed in terms of presenting to a culturally diverse audience using your developing professional skills and growing self-confidence.

Reflective Report

You are required to write a reflective piece of no more than 800 words, which reflects your experience on this module. You may choose to focus your reflections on how you managed the podcast, any problems encountered, your role and impact. A suitable framework for reflective learning should be identified and utilized. Please use Harvard referencing in your text references and your bibliography.

TIMETABLE

Day	DATES	Lesson Title	Key Texts
1		Introduction to the Module	<p>Chapter 1 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p> <p>Further reading</p> <p>Chapter 2 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p>
2		Human resources Planning and Performance	<p>Chapter 5 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p> <p>Chapter 12</p> <p>Stredwick, J.(2014) <i>An Introduction to Human Resources Management</i> 3rd edition New York Routledge-</p>
3		Approaches to Recruitment	<p>Chapters 7 & 8 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p> <p>Gerxhani, K. & Koster, F. (2015) Making the right move. Investigating employers' recruitment strategies.</p> <p><i>Personnel Review</i>, 44 (5), pp.781-800.</p> <p>McCracken, M., Currie, D. and Harrison, J. (2017)</p>

			Understanding graduate recruitment, development and retention for the enhancement of talent management: Sharpening 'the edge' of graduate talent. <i>The International Journal of Human Resource Management</i> , 22, pp.2727-2752.
4	Designing and managing the selection process		<p>Chapters 10 & 11 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p> <p>Chapter 6 Wilton, N. (2019) <i>An Introduction to Human Resources Management</i>. 4th edition. London: Sage publications</p> <p>Chapter 3 Stredwick, J.(2014) <i>An Introduction to Human Resources Management</i> 3rd edition New York Routledge-</p>
5	Talent Management & Succession Planning		<p>Chapters 13 & 14 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p> <p>Robson A. & Robson F. (2015) Do nurses wish to continue working for the UK National Health Service? A comparative study of three generations of nurses. <i>Journal of Advanced Nursing</i>, 71 (1), pp.65–77.</p>
6	HRM Equality, Diversity & Inclusion		<p>Chapter 4 in Taylor, S. (2014) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD. E Book</p> <p>Kirton,G. The Dynamics of Managing Diversity Acritical approach.</p> <p>Kirton, G., Robertson, M.& Avdelidou-Fischer, N. (2016) Valuing and value in diversity: The policy-implementation gap in an IT firm. <i>Human Resource Management Journal</i>, 26(3), pp.321-336</p>

7		Managing Absence and sickness	Chapter 7 Wilton, N. (2019) <i>An Introduction to Human Resources Management</i> . 4 th edition. London: Sage publications Robson, F. & Mavin, S. (2011). Managing absenteeism in local government. <i>Public Money and</i>
8		Managing disciplinary and grievances	Chapters 17 & 18 in Taylor, S. (2014) <i>Resourcing and Talent Management</i> . 6 th edition. London: CIPD.
9		Learning & Development	Chapter 9 in Wilton, N. (2019) <i>An Introduction to Human Resources Management</i> . 4 th edition. London: Sage publications Read the following article on line managers: Kellner, A., Townsend, K., Wilkinson, A., Lawrence, S.A. and Greenfield, D. (2016) Learning to manage: Development experiences of hospital frontline managers. 26(4) pp.505-522
10		Current and future trends in HRM	
11			Presentations
12			Presentations