



ACADEMIC SERVICES

MODULE SPECIFICATION

Part 1: Basic Data					
Module Title	Human Resource Management				
Module Code	UMPDL3-30-2	Level	2	Version	1
UWE Credit Rating	30	ECTS Credit Rating	30	WBL module?	No
Owning Faculty	Business and Law	Field	Human Resource Management		
Department	BBS: Business and Management	Module Type	Standard		
Contributes towards	FdA Business with Management				
Pre-requisites	None	Co- requisites	None		
Excluded Combinations	None	Module Entry requirements	N/A		
First CAP Approval Date	1 June 2016	Valid from	September 2016		
Revision CAP Approval Date		Revised with effect from			

Part 2: Learning and Teaching	
Learning Outcomes	<p>On successful completion of this module students will be able to:</p> <ul style="list-style-type: none"> <li>• Demonstrate an understanding of the employment relationship (Component A and B).</li> <li>• Evaluate key concepts and practice in HRM, including reward and performance management, employee involvement and resourcing (Component A).</li> <li>• Discuss the role of line managers in enacting HRM policies and practices. (Component A).</li> <li>• Critically assess HRM contemporary concerns, including ethical decision making and managing diversity. (Component B)</li> <li>• Examine the impact of international and EU integration on employee relations (Component A)</li> <li>• Evidence competence in a range of people management and employability skills; interviewing, conducting performance appraisals and work place grievances (Component B)</li> <li>• Understand key elements of employee relations, including the impact of law (Component A and B).</li> <li>• Reflect on the processes and practices integral to effective HRM (Component A and B).</li> </ul>
Syllabus Outline	<ul style="list-style-type: none"> <li>• HRM in context</li> <li>• The changing nature of HRM</li> </ul>

	<ul style="list-style-type: none"> <li>• The employment relationship</li> <li>• Organisational performance and HRM – contemporary practice in HRM</li> <li>• Recruitment and Selection processes</li> <li>• Performance management and appraisal</li> <li>• Conflict and grievance</li> <li>• Developing HRM skills</li> <li>• Equality and Diversity in HRM</li> <li>• Employment Law and representation at work</li> <li>• Employee relations</li> <li>• Trade Unions</li> <li>• EU integration and Globalisation</li> </ul>								
Contact Hours	<p>Module delivery will be based on 3 hours of scheduled learning and teaching activities per teaching week (X30 weeks). This will consist of :</p> <ul style="list-style-type: none"> <li>- Two hour long lectures for the delivery of the core syllabus and concepts.</li> <li>- One hour 'essential management skills' workshop.</li> </ul> <table border="1" data-bbox="475 958 1161 1088"> <thead> <tr> <th>Activity</th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>Scheduled contact</td> <td>90</td> </tr> <tr> <td>Self-direct study</td> <td>210</td> </tr> <tr> <td><b>Total study time</b></td> <td><b>300</b></td> </tr> </tbody> </table>	Activity	Hours	Scheduled contact	90	Self-direct study	210	<b>Total study time</b>	<b>300</b>
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<b>Total study time</b>	<b>300</b>								
Teaching and Learning Methods	<p>The module is organised thematically with each week contributing to a holistic understanding of HRM and the operational aspect of HRM. The horizontal integration of this module will ensure that students apply theory to (individual practice).</p> <p><b>Scheduled learning:</b> 60 hours of lectures 30 hours of workshop sessions.</p> <p><b>Independent learning</b> includes approximately 210 hours engaged with essential reading, case study preparation, assignment preparation and workshop preparation. In addition to revision.</p> <p>Extensive use will be made of the Blackboard (VLE) for guided independent study to support students learning. Students will also be directed towards the online library and Study Skills Resources. For the development of skills appropriate to the level of the module. In addition a number of e-learning resources will be used including:</p> <p>The MySkills Study Skills website at <a href="http://www.uwe.ac.uk/library/resources/hub/">http://www.uwe.ac.uk/library/resources/hub/</a></p> <p>Skills4study (s4s) as part of the MySkills resources which will cover academic reading, critical thinking; Academic writing; Referencing and Plagiarism.</p>								

Key Information Sets Information

Key Information Set - Module data				
Number of credits for this module				30
Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours
300	90	210	0	300

The table below indicates as a percentage the total assessment of the module which constitutes a -

**Written Exam:** Unseen written exam, open book written exam, In-class test  
**Coursework:** Written assignment or essay, report, dissertation, portfolio, project  
**Practical Exam:** Oral Assessment and/or presentation, practical skills assessment, practical exam

Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:

Total assessment of the module:	
Written exam assessment percentage	40%
Coursework assessment percentage	30%
Practical exam assessment percentage	30%
	100%

Reading Strategy

All students are expected to make full use of the print and electronic resources available to them through membership of the University. These include a range of electronic journals and a wide variety of resources available through websites and information gateways. The University library web pages provide access to subject relevant resources, and the library catalogue. Many resources can be accessed remotely.

Students will be expected to become autonomous learners and will be encouraged to develop information skills to enable them to identify, retrieve and evaluate relevant sources of information.

**Essential Reading –** The essential reading for this module is contained in the set text for this module.

Wilton, N. (latest edition) *An Introduction to Human Resource Management*, 2<sup>nd</sup> Edition, London: Sage.

This textbook also has a companion website ([www.uk.sagepub.com/wilton](http://www.uk.sagepub.com/wilton)) which provides additional learning support material.

**Further Reading**

Students will be encouraged to read widely. They will be advised of additional texts that further develop knowledge and understanding of specific issues within the

	<p>module. In particular, students will be required to engage in independent research and wider reading in completion of the assessment.</p>
Indicative Reading List	<p>Beardwell, J. &amp; Claydon, T. (latest edition) <i>Human Resource Management: a contemporary approach</i> (6th edition), Harlow: FT Prentice Hall.</p> <p>Gillmore, S and Williams, S (latest edition) <i>Human Resource Management</i>, 2nd edition, Oxford: Oxford University Press.</p> <p>Leatherbarrow, C., Fletcher, J. &amp; Currie, D. (latest edition). <i>Human Resource Management. A Guide to HR Practice. 5<sup>th</sup> edition</i>. London. CIPD.</p> <p>Horn, R. (latest edition) <i>The Business Skills Handbook</i>, London: CIPD</p> <p>Marchington, M. and Wilkinson, A. (latest edition) <i>Human Resource Management at Work</i>. 5th edition, London: CIPD.</p> <p>Martin, J. (latest edition) <i>Key Concepts in Human Resource Management</i>, London: Sage Publications.</p> <p>Pilbeam, S. and Corbridge, M. (latest edition) <i>People Resourcing: Contemporary HRM in Practice</i>. 4th Edition. Harlow: FT Prentice Hall.</p> <p>Price, A. (latest edition) <i>Human Resource Management</i>. 4th edition, London: Thomson Learning.</p> <p>Redman, T. and Wilkinson, A. (latest edition) <i>Contemporary Human Resource Management: Text and Cases</i> 4th edition, Harlow: FT Prentice Hall.</p> <p>Taylor, S. (latest edition) <i>Resourcing and Talent Management</i>. 6th edition. London: CIPD.</p> <p>Thompson, N. (latest edition) <i>People Skills</i>. 4th edition. Basingstoke: Palgrave Macmillan.</p> <p>Torrington, D., Hall, L. and Taylor, S. (latest edition) <i>Human Resource Management</i>. 9th edition. Harlow: FT Prentice Hall</p>

### Part 3: Assessment

Assessment Strategy	<p>The assessment strategy adopted in this module is designed to assess students' critical understanding of the theoretical and applied dimensions of contemporary HRM and their reflective understanding of the skills required in management people. Opportunities for formative assessment and interim feedback are built into module delivery e.g skills workshops</p> <p>There are two components to the summative assessment for this module.</p> <p><b>Component A:</b> Exam – To assess students understanding of key concepts and processes in HRM and their utilisation in practice.</p> <p><b>Component B:</b> This component has 2 elements:</p> <p>Element 1: Presentation of a SWOT analysis of the recruitment process within the organisation in which the work based learning occurred (20 minutes)</p> <p>Element 2: Portfolio of evidence to support presentation</p>
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Identify final assessment component and element	<b>Component A</b>	
% weighting between components A and B (Standard modules only)	<b>A:</b>	<b>B:</b>
	<b>40%</b>	<b>60%</b>
<b>First Sit</b>		
<b>Component A</b> (controlled conditions) <b>Description of each element</b>	<b>Element weighting (as % of component)</b>	
1. Open Book Exam (2hours)	100%	
<b>Component B</b> <b>Description of each element</b>	<b>Element weighting (as % of component)</b>	
1. Presentation (20 mins)	50%	
2. Portfolio of Supporting Evidence	50%	

<b>Resit (further attendance at taught classes is not required)</b>		
<b>Component A</b> (controlled conditions) <b>Description of each element</b>	<b>Element weighting (as % of component)</b>	
1. Open Book Exam (2 hours)	100%	
<b>Component B</b> <b>Description of each element</b>	<b>Element weighting (as % of component)</b>	
1. Presentation (20 mins)	50%	
2. Portfolio of Supportive Evidence	50%	
If a student is permitted a retake of the module under the University Regulations and Procedures, the assessment will be that indicated by the Module Description at the time that retake commences.		