Sample Human Resource Management Syllabus

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# Introduction

Hi! Thank you for taking the time to review the sample syllabus I have created for your Human Resource Management course. The goal of the syllabus is to give examples for the timing and pacing of the course for chapter readings. The sample activities noted can be found in the book with further discussion about them in the instructor’s manual.

# Sample schedule for 15-week semester course

|  |  |  |  |
| --- | --- | --- | --- |
| Week | Chapter | Readings | Sample Activities |
| One | Chapter One:  What Is Human Resource Management? | All of chapter | Chapter case  Team activities  Discussion questions |
| Two | Chapter Two: Developing and Implementing Strategic HRM Plans | All of chapter | Chapter case  Team activities  Discussion questions |
| Three | Chapter Three:  Diversity and Inclusion | All of chapter | Chapter case  Team activities  Discussion questions |
| Four | Chapter Four: Recruitment | All of chapter | Chapter case  Team activities  Discussion questions |
| Five | Chapter Five:  Selection | All of chapter | Chapter case  Team activities  Discussion questions |
| Six | Chapter Six: Compensation and Benefits | All of chapter | Chapter case  Team activities  Discussion questions |
| Seven | Chapter Seven: Retention, Motivation, and Engagement | All of chapter | Chapter case  Team activities    Discussion questions |
| Eight | Chapter Eight:  Training and Development | All of chapter | Chapter case  Team activities  Discussion questions |
| Nine | Chapter Nine:  Successful Employee Communication | All of chapter | Chapter case  Team activities  Discussion questions |
| Ten | Chapter Ten: Employee Performance Management | All of chapter | Chapter case  Team activities  Discussion questions |
| Eleven | Chapter Eleven: Employee Assessment and Talent Management | All of chapter | Chapter case  Team activities  Discussion questions |
| Twelve | Chapter Twelve: Working with Labor Unions | All of chapter | Chapter case  Team activities  Discussion questions |
| Thirteen | Chapter Thirteen:  Safety and Health at Work | All of chapter | Chapter case  Team activities  Discussion questions |
| Fourteen | Chapter Fourteen: International HRM | All of chapter | Chapter case  Team activities  Discussion questions |
| Fifteen | Finals Week | No readings this week | Final exam and/or Project |

# Sample schedule for 10-week Quarter course

|  |  |  |  |
| --- | --- | --- | --- |
| Week | Chapter | Readings | Sample Activities |
| One | Chapter One:  What Is Human Resource Management?  Chapter Two: Developing and Implementing Strategic HRM Plans | All of both chapters | Chapter case  Team activities  Discussion questions |
| Two | Chapter Three:  Diversity and Inclusion | All of chapter | Chapter case  Team activities  Discussion questions |
| Three | Chapter Four: Recruitment  Chapter Five:  Selection | All of both chapters | Chapter case  Team activities  Discussion questions |
| Four | Chapter Six: Compensation and Benefits  Chapter Seven: Retention, Motivation, and Engagement | All of both chapters | Chapter case  Team activities  Discussion questions |
| Five | Chapter Eight:  Training and Development | All of chapter | Chapter case  Team activities  Discussion questions |
| Six | Chapter Nine:  Successful Employee Communication  Chapter Ten: Employee Performance Management | All of both chapters | Chapter case  Team activities  Discussion questions |
| Seven | Chapter Eleven: Employee Assessment and Talent Management | All of chapter | Chapter case  Team activities  Discussion questions |
| Eight | Chapter Twelve: Working with Labor Unions  Chapter Thirteen:  Safety and Health at Work | All of both chapters | Chapter case  Team activities  Discussion questions |
| Nine | Chapter Fourteen: International HRM | All of chapter | Chapter case  Team activities  Discussion questions |
| Ten | Finals Week | No readings this week | Final exam and/or Project |

# About Your Professor

Here put any pertinent information about your experience, classes you teach, and why you are excited to teach this class!

# Office Hours

Office hours and location should go here.

# Contact Information

Include your office number, email, and phone number.

# Class Policies

Here you will want to address any specific policies related to this class. For example, attendance policy and late work policy.

# Diversity and Inclusion

Because this is such an important topic, it deserves its own heading! Here you can discuss university or college policies around diversity and inclusion and also address being respectful in the classroom.

# University Policies

Most universities and colleges have institution wide policies. Here you can address where students can get help with assignments, plagiarism, add drop, and these types of policies. You can also address the resources available to students with disabilities.

# Grading Scale

List the grading scale here, for example, what percentage point range is an A, B, C, etc.