

Course Unit	Human Resource Management	Field of study	Management and Administration
Bachelor in	Tourism	School	School of Public Management, Communication and Tourism
Academic Year	2022/2023	Year of study	3
Type	Semestral	Semester	2
Level	1-3	ECTS credits	6.0
Code	9254-532-3202-00-22		
Workload (hours)	162	Contact hours	T - , TP 60 , PL - , TC - , S - , E - , OT - , O -

T - Lectures; TP - Lectures and problem-solving; PL - Problem-solving, project or laboratory; TC - Fieldwork; S - Seminar; E - Placement; OT - Tutorial; O - Other

Name(s) of lecturer(s) Líliliana Isabel Quinta Pinto

Learning outcomes and competences

At the end of the course unit the learner is expected to be able to:

1. Understand the strategic dimension and the present challenges of Human Resource Management (HRM);
2. Identify objectives and implement HRM techniques in the current context of business;
3. Know and implement the main instruments of people management in international contexts;
4. Manage people to improve the performance of the organization and the personal fulfillment of employees.

Prerequisites

Before the course unit the learner is expected to be able to:
Not applicable.

Course contents

1. Strategic management of human resources (HR); 2. The operational function of the HR manager; 3. HRM methods and techniques; 4. International HRM.

Course contents (extended version)

1. Strategic management of human resources:
 - The context of sped up change and the enterprise success;
 - What is HRM?
 - The organizational strategic management and the HRM;
 - The strategic plan of HR.
2. The operational function of the HR manager:
 - Goals of the different tasks of the HRM function;
 - HRM tasks and contents.
3. HRM methods and techniques:
 - Planning HR;
 - Analysis of functions and competences management;
 - Recruitment;
 - Selection;
 - Subcontraction and temporary work;
 - Reception, socialization, retention and dismissal;
 - Training and development;
 - Management and evaluation of performance;
 - Systems of rewards and motivation.
4. International HRM:
 - The current context and the development of international HRM;
 - The expatriation and repatriation;
 - The functions of the international HRM.

Recommended reading

1. Armstrong, M. (2020). A handbook of human resources management practice. (15th Ed). Kogan Page Publishers. ISBN: 9780749498276.
2. Camara, P. , Guerra, P. , & Rodrigues, J. (2013). Humanator XXI - recursos humanos e sucesso empresarial. (6ª Ed.). Dom Quixote. ISBN: 9789722053372.
3. Chiavenato , I. (2014). Gestão de pessoas: o novo papel dos recursos humanos nas organizações (4ª edição). Editora Manole
4. Cunha, M. P. & Rego, A. (2009). Manual de gestão transcultural de recursos humanos. RH Editora. ISBN: 9789728871246.
5. Cunha, M. P. , Rego, A. , Cunha, R. C. , Cardoso, C. C. , Marques, C. A. , & Gomes, J. (2015). Manual de gestão de pessoas e do capital humano. (3ª Ed). Edições Sílabo. ISBN: 9789726188131.

Teaching and learning methods

Inside class: theoretical and practice components with exposition of concepts, debates, team work and case studies. Outside class: oriented tasks, text readings, research and projects.

Assessment methods

1. Distributed Evaluation - (Regular, Student Worker) (Final, Supplementary)
 - Final Written Exam - 40%
 - Development Topics - 30%
 - Practical Work - 30%
2. Final Written Exam - (Regular, Student Worker) (Final, Supplementary, Special)
 - Final Written Exam - 100%
3. Exchange students - (Regular) (Final, Supplementary)
 - Development Topics - 100%

Language of instruction

Portuguese, with additional English support for foreign students.

Electronic validation

Liliana Isabel Quinta Pinto	Catarina Antónia Martins	Catarina Alexandra Alves Fernandes	Luisa Margarida Barata Lopes
04-03-2023	07-03-2023	07-03-2023	14-03-2023