

Course Unit	Human Resource Management		Field of study	Management and Administration	
Bachelor in	Tourism		School	School of Public Management, Communication and Tourism	
Academic Year	2023/2024	Year of study	3	Level	1-3
Type	Semestral	Semester	2	ECTS credits	6.0
Code	9254-532-3202-00-23				
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) Carlos Alberto de Mesquita Pinto Bessa

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. Cunha, M. P. & Rego, A. (2009). Manual de gestão transcultural de recursos humanos. RH Editora. ISBN: 9789728871246.
4. 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.
5. Silva, V. (2020). Sociedade, Organizações e Teoria Organizacional. Edições Sílabo. ISBN: 978-989-561-092-1

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. Continuous Evaluation - (Regular, Student Worker) (Final, Supplementary)
 - Intermediate Written Test - 50%
 - Practical Work - 50%
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			
Carlos Alberto de Mesquita Pinto Bessa	Catarina Antónia Martins	Catarina Alexandra Alves Fernandes	Luisa Margarida Barata Lopes
28-03-2024	02-04-2024	03-04-2024	06-04-2024

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