

Annex No. 3		First Cycle Studies Course Programme			
1.	Course Title	Human Resource Management			
2.	Code	MGT 240			
3.	Study programme	Management and Entrepreneurship			
4.	Organizer of the study programme (university unit i.e. institute, chair, department)	Ss. Cyril and Methodius University in Skopje Faculty of Economics - Skopje Chair of Management			
5.	Level (first, second, third cycle)	First cycle			
6.	Academic year / semester	2022-2023 2 nd year/3 rd (winter semester)	7.	Number of ECTS credits	7.5
8.	Professor	Prof. Ljupcho Eftimov, PhD			
9.	Preconditions for enrolment	None			
10.	<p>Course Objectives (Competencies): This course approaches the human resource management from a strategic perspective. The primary objective of this course is to help student to develop an understanding and appreciation of the role strategic human resource management has in a firm's success, along with knowledge of the basic functions of human resource management, current practices, and issues. After taking this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Understand the basic concepts, functions and processes of the human resources management. 2. Plan the optimal number of employees and design adequate organizational structure and job positions. 3. Demonstrate the ability to prepare a recruitment and selection strategy for a specific job. 4. Identify and diagnose organizational needs for training and development and, recommend and implement development solutions to organizational problems 5. Define and explain the concept of performance management and outline its role in enhancing employee performance 6. Evaluate a benefits package that supports the organization's strategy outline and recognize and reward the best workers. 				
11.	<p>Course content:</p> <ol style="list-style-type: none"> 1. Introduction in Human Resource Management 2. Strategic human resource management 3. Work analysis 4. Human resource planning 5. Human resource recruitment 6. Human resource selection 7. Human resource training 8. Professional development of human resources 9. Measurement of the human resources performances 10. Human resource reward systems 11. Career management 12. Stress management 				
12.	Learning methods: Interactive lectures, video presentations, guest speakers, case studies, directed discussions, individual or group papers, seminar projects, homework.				
13.	Total hours	7.5 ECTS x 30 classes = 225 classes			
14.	Allocation of hours per activity	60+30+30+15+90= 225 classes			
15.	Types of teaching activates	15.1.	Lectures	60 classes	
		15.2.	Exercises (Seminars)	30 classes	
16.		16.1.	Projects	30 classes	

	Other types of activities	16.2.	Writing Assignments	15 classes	
		16.3	Homework	90 classes	
17.	Grading method: 60+30+10=100 points				
17.1.	Tests (Domain, Essay, Multiple choice exam, Case)			60%	
17.2.	Individual or Group Assessment / projects (Case Presentation, Case Analysis, Quizzes, Writing Assignments)			30%	
17.3.	Attendance and class participations			10%	
17.4.				%	
18.	Grading scale	less than 50 points	5 (five) (F)		
		from 51 to 60 points	6 (six) (E)		
		from 61 to 70 points	7 (seven) (D)		
		from 71 to 80 points	8 (eight) (C)		
		from 81 to 90 points	9 (nine) (B)		
		from 91 to 100 points	10 (ten) (A)		
19.	Preconditions for taking the final exam	Realized activities from points 15 and 16			
20.	Language	Macedonian (or English)			
21.	Evaluation method	Internal evaluation and survey			
22.	Literature				
	22.1.	Compulsory literature			
		No.	Author	Title	Publisher
		1.	Бојаџиоски Димитар, ЕфтимовЉупчо,	<i>Менаџмент на човечки ресурси,</i>	Економски факултет - Скопје
		2.	Матис Л.Р.; Џексон, Х.Џ.	<i>Управување со човечки ресурси, 12 издание (превод на македонски јазик),</i>	Магор – Скопје,
	22.2.	Additional literature			
		No.	Author	Title	Publisher
		1.	Nkomo, M.S. Fottler, D.M. McAfee, R.B.	<i>Human Resource Management Applications: Cases, Exercises, Incidents, and Skill Builders, 7th edition</i>	South- Western Cengage Learning
		2.	Assigned readings and cases provided by the professor	<i>Harvard Business Review (HBR) Course Pack: cases and articles</i>	HBR
					Year
				2009	
				2010	
				2011	
				latest editions	