University of Silesia in Katowice

1.	Field of study	National and International Security
2.	Faculty	Faculty of Social Sciences
3.	Academic year of entry	2024/2025 (winter term)
4.	Level of qualifications/degree	first-cycle studies
5.	Degree profile	general academic
6.	Mode of study	part-time

7.	General information about the module	
Module name		**HR management**
Module code		W3-BM-N1-ZZL
Number of the ECTS credits		3
Language of instruction		
Purpose and description of the content of education		The aim of the module is to provide advanced knowledge in the field of implementing the personnel function, taking into account the conditions resulting from the trends occurring in the environment of modern organizations. As a result of completing the module, the student should: - understand the essence and importance of human capital in the organization and the premises of a strategic approach to human resources management; - identify basic concepts of human resources management and internal and external conditions of this process; - know procedures and tools for human resources planning, staff selection and professional adaptation; - recognize the impact and importance of individual motivation tools; - know the theories of employee career development and the paths of its improvement, e.g. through the training system; - recognize basic techniques and methods of employee evaluation; - acquire the ability to effectively and ethically manage human capital in correlation with the organization's business strategy; - acquire the ability to construct and analyze basic application documents, prepare for job interviews and conduct interviews, and recognize one's own needs and employee needs in the context of motivating and career planning.
List of modules that must be completed before starting this module (if necessary)		not applicable

8.	Learning outcomes of the module			
Code	**Description**		**Learning outcomes of the programme**	**Level of competenc (scale 1-5)**
K01	The student is enterprising, is able to determine the priorities of the organization and participate in human resources management processes and other technological and social processes serving the proper functioning and development of the organization, taking into account ethical attitudes and social responsibility of the organization		BM_1_K01	2
			BM_1_K02	3
			BM_1_K03	4
K02	The student presents and promotes innovation, taking into account law-abiding, ethical attitudes and social sensitivity in internal and external relations of the organization and in the life of an individual		BM_1_K02	4
			BM_1_K03	3
			BM_1_K05	4
U01	The student has the ability to formulate, analyze and solve problems related to the functioning of the organization and		BM_1_U01	3

	individuals and groups within the organization based on the acquired theoretical knowledge	BM_1_U03	3
U02	The student has the skills to optimize HR processes in organizations and change management in the field of human resources management	BM_1_U01 BM_1_U03 BM_1_U05	2 4 3
W01	The student has advanced knowledge of strategic and operational management of the organization's social potential.	BM_1_W03 BM_1_W04	2 3
W02	The student has advanced knowledge of the processes of planning, shaping, development and optimization of the use of human resources in organizations of three sectors.	BM_1_W04	2

9.	Methods of conducting classes	

Code	Category	Name (description)
a03	Lecture methods / expository methods	Description *a description of objects, phenomena, processes or people; it involves specifying the structure and characteristic features of the object, phenomenon, or process being described; it is usually accompanied by a demonstration of the described object or by its models, drawings, tables, charts, etc.; a description may take the form of an explanation, classification, justification or comparison*
a05	Lecture methods / expository methods	Explanation/clarification *explication involving the derivation of a predetermined theorem from other, already known ones, in the number of steps specified by the person teaching the course*
b03	Problem-solving methods	Activating method – educational games *learning content in the guise of a rule- and/or principle-based game; conducted in a deliberately arranged situation based on the description of relevant facts and processes; learners compete with one another within the framework of rules laid down by the academic teacher; varieties include simulation games – involving a simulation of real situations; decision games – based on the decision-making process and the recognition of the consequences of the decisions made (e.g., a decision tree); psychological games – increasing the emotional-volitional component of the participants' attitudes*
b04	Problem-solving methods	Activating method – discussion / debate *an exchange of views supported by substantive arguments leading to a clash of different views, a compromise or the identification of common positions; it proceeds according to previously agreed-upon rules regarding the time, manner and turn-taking as well as the principles of civil discourse; a discussion is not a competition but aims at finding the best solutions or presenting different points of view; its varieties include brainstorming, Oxford-style debate, panel discussion, decision tree, conference discussion; a debate is an orderly dispute between supporters and opponents of a viewpoint, usually specialists in the field or pre-selected representatives of a group dealing with a common problem*
b08	Problem-solving methods	Activating method – peer learning *learning through the exchange of knowledge in a group/team/pair of students, i.e., in the so-called learning cell; a kind of mutual learning; an approach focused on student activity under the guidance of the person teaching the course; a learning situation where students with a similar level of experience learn from one another*
d03	Programmed learning methods	Working with another teaching tool *e.g. using websites in any way or according to the rules set by the teacher; or making use of other subject-specific tools*
f01	Methods of self-learning	Self-education *a method which involves independent acquisition of knowledge, skills and social competences, extending their scope and quality; complementary to the learning process taking place in class; taking on the task of developing and adjusting qualifications on one's own; self-study*
f02	Methods of self-learning	Individual work with a text

		searching for and acquiring new information using textbooks and other written sources (including their digital versions); searching for texts, selecting fragments for analysis/interpretation, using other texts to solve a problem related to the studied issue

10.	Forms of teaching					

Code	Name	Number of hours	Assessment of the learning outcomes of the module	Learning outcomes of the module	Methods of conducting classes
ZZL_fs_1	laboratory classes	20	course work	K01, K02, U01, U02, W01, W02	a03, a05, b03, b04, b08, d03, f01, f02

11.	The student's work, apart from participation in classes, includes in particular:			

Code	Category	Name (description)	Is it part of the BUNA?
a01	Preparation for classes	Search for materials and review activities necessary for class participation *reviewing literature, documentation, tools and materials as well as the specifics of the syllabus and the range of activities indicated in it as required for full participation in classes*	No
a02	Preparation for classes	Literature reading / analysis of source materials *reading the literature indicated in the syllabus; reviewing, organizing, analyzing and selecting source materials to be used in class*	No
a03	Preparation for classes	Developing practical skills *activities involving the repetition, refinement and consolidation of practical skills, including those developed during previous classes or new skills necessary for the implementation of subsequent elements of the curriculum (as preparation for class participation)*	No
b02	Consulting the curriculum and the organization of classes	Verification / adjustment / discussion of syllabus provisions *consulting the content of the syllabus, possibly in the presence of the year tutor or members of the class group, and, if necessary, reassessing the provisions concerning special conditions for class participation, e.g., space and time requirements, technical and other requirements, including conditions for participation in classes outside the walls of the university, classes organized in blocks, organized online, etc.*	Yes
d01	Consulting the results of the verification of learning outcomes	Analysis of the corrective feedback provided by the academic teacher on the results of the verification of learning outcomes *reading through the academic teacher's comments, assessments and opinions on the implementation of the task aimed at checking the level of the achieved learning outcomes*	Yes

Information on the details of the module implementation in a given academic year can be found in the syllabus available in the USOS system: https://usosweb.us.edu.pl.