KING'S OWN INSTITUTE*
Success in Higher Education

MGT702 HUMAN RESOURCE MANAGEMENT T320 Brief

All information in the Subject Outline is correct at the time of approval. KOI reserves the right to make changes to the Subject Outline if they become necessary. Any changes require the approval of the KOI Academic Board and will be formally advised to those students who may be affected by email and via Moodle.
Information contained within this Subject Outline applies to students enrolled in the trimester as indicated

1. General Information

1.1 Administrative Details

Associated HE Award(s)	Duration	Level	Subject Coordinator
Graduate Certificate in Business Graduate Diploma of Business Master of Accounting Master of Professional Accounting Graduate Diploma of TESOL Master of Arts (TESOL)	1 trimester	Postgraduate	Dr Charu Hurria charu.hurria@koi.edu.au P: 92833583 L: Level 1, 545 Kent St. Consultation: via Moodle or by appointment

1.2 Core / Elective
This is an elective subject for all the above courses.

1.3 Subject Weighting:

Indicated below is the weighting of this subject and the total course points.

Subject Credit Points	Total Course Credit Points
4	GCBus 16; GDBus 32; MAcc 48; MPA 64

1.4 Student Workload

Indicated below is the expected student workload per week for this subject:

No. Timetabled Hours/Week*	No. Personal Study Hours/Week**	Total Workload Hours/Week***
4 hours/week (2 hour Lecture + 2 hour Tutorial)	6 hours/week	10 hours/week

*   Total time spent per week at lectures and tutorials
**   Total time students are expected to spend per week in studying, completing assignments, etc.
***   Combination of timetable hours and personal study.

1.4 Mode of Delivery   Blended, that is face-to-face/online

1.5 Pre-requisites   Nil

1.7 General Study and Resource Requirements

o   Students are expected to attend classes with the required textbook and to read specific chapters prior to the tutorials. Students should read this material before coming to class to improve their ability to participate in the weekly activities.
o   Students will require access to the internet and their KOI email and should have basic skills in word processing software such as MS Word, spreadsheet software such as MS Excel and visual presentation software such as MS PowerPoint.
o   Computers and WIFI facilities are extensively available for student use throughout KOI. Students are encouraged to make use of the campus Library for reference materials.

Resource requirements specific to this subject: There are no specific resources required for this subject.

2. Academic Details

2.1 Overview of the Subject

The subject explores the role of human resource management (HRM) in the management of organisations and its contributions to their success. Human resource (HR) processes and practices and real cases are studied in a variety of contexts and from the viewpoint of employees and managers in a range of roles.

2.2 Graduate Attributes for Postgraduate Courses

Graduates of Postgraduate courses from King's Own Institute will achieve the graduate attributes expected from successful completion of a Master's degree under the Australian Qualifications Framework (2nd edition, January 2013). Graduates at this level will be able to apply an advanced body of knowledge in a range of contexts for professional practice or scholarship and as a pathway for further learning.

King's Own Institute's key generic graduate attributes for a master's level degree are summarised below:

	KOI Master's Degree Graduate Attributes	Detailed Description
	Knowledge	Current, comprehensive and coherent knowledge, including recent developments and applied research methods
	Critical Thinking	Critical thinking skills to identify and analyse current theories and developments and emerging trends in professional practice
	Communication	Communication and technical skills to analyse and theorise, contribute to professional practice or scholarship and present ideas to a variety of audiences.
	Research and Information Literacy	Cognitive and technical skills to access and evaluate information resources, justify research approaches and interpret theoretical propositions
	Creative Problem Solving Skills	Cognitive, technical and creative skills to investigate, analyse and synthesise complex information, concepts and theories, solve complex problems and apply established theories to situations faced in professional practice.
	Ethical and Cultural Sensitivity	Appreciation and accountability for ethical principles, cultural sensitivity and social responsibility, both personally and professionally
	Leadership and Strategy	Initiative, leadership skills and ability to work professionally and collaboratively to achieve team objectives across a range of team roles. Expertise in strategic thinking, developing and implementing business plans and decision making under uncertainty
	Professional Skills	High level personal autonomy, judgement decision-making and accountability required to begin professional practice.

Across the course, these skills are developed progressively at three levels:

o **Level 1 Foundation** – Students learn the skills, theories and techniques of the subject and apply them in stand-alone contexts.
o **Level 2 Intermediate** – Students further develop skills, theories and techniques of the subject and apply them in more complex contexts, beginning to integrate the application with other subjects.
o **Level 3 Advanced** – Students have a demonstrated ability to plan, research and apply the skills, theories and techniques of the subject in complex situations, integrating the subject content with a range of other subject disciplines within the context of the course

2.3 Subject Learning Outcomes

Listed below, are *key* knowledge and skills students are expected to attain by successfully completing this subject:

Subject Learning Outcomes	Contribution to Graduate Attributes
a) Critically analyse the key functions and practices associated with human resource management and industrial relations in organisations	
b) Describe the various ways that strategic human resource management is pursued in a range of organisations and analyse good and bad practice	
c) Develop analytical and communication skills for participating in human resource management in organisations.	

2.4 Subject Content and Structure

Below are details of the subject content and how it is structured, including specific topics covered in lectures and tutorials.

Weekly Planner:

Week (beginning)	Topic covered in each week's lecture	Reading(s)	Expected work as listed in Moodle
1 02 Nov	Evolution and Context of Strategic Human Resource Management.	Chs. 1, 2	Tutorial exercises
2 09 Nov	Employment relations, HRM and the Law	Ch. 3	Tutorial exercises
3 16 Nov	HR planning	Ch. 4	Tutorial exercises
4 23 Nov	Work design	Ch. 5	Tutorial exercises
5 30 Nov	Managing work health and safety	Ch. 10	Tutorial exercises
6 07 Dec	Mid trimester test		Progress report on group project **Mid trimester exams**
7 14 Dec	Talent attraction and selection	Ch. 6	Tutorial exercises
20 Dec 2020 – 03 Jan 2021	**Mid trimester break**		
8 04 Jan	Talent retention and Development	Ch. 7	Tutorial exercises
9 11 Jan	Performance management	Ch. 8	**Group report due** Tutorial exercises **Deferred mid trimester exams** - see Section 2.6 below for more information **Group presentations**
10 18 Jan	Reward Management.	Ch. 9	**Group presentations**
11 25 Jan	Evaluating HRM	Ch. 12	**Group presentations** **Individual reflection report due**

12 01 Feb	Revision Week		Exam revision
13 07 Feb	Study Review Week		
14 15 Feb	Final Exam Week	Please see Exam Timetable for exam date, time and location	
15 21 Feb	Student Vacation begins Enrolments for T121 open		
16 02 Mar	Results Released 02 Mar 2021 Certification of Grades 05 Mar 2021		
T121 begins 09 Mar 2021			
1 08 Mar	Week 1 of classes for T121 **Friday 05 Mar 2021 – Review of Grade Day for T320** – see Sections 2.6 and 3.2 below for more information.		

2.7 Teaching Methods/Strategies

Briefly described below are the teaching methods/strategies used in this subject:

- *Lectures* (2 hours/week) are conducted in seminar style and address the subject content, provide motivation and context and draw on the students' experience and preparatory reading.
- *Tutorials* (2 hours/week) include class discussion of case studies and research papers, practice sets and problem-solving and syndicate work on group projects. Tutorials often include group exercises and so contribute to the development of teamwork skills and cultural understanding. Tutorial participation is an essential component of the subject and contributes to the development of many of the graduate attributes (see section 2.2 above). Tutorial participation contributes towards the assessment in many subjects (see details in Section 3.1 for this subject). Supplementary tutorial material such as case studies, recommended readings, review questions etc. will be made available each week in Moodle.
- *Online* teaching resources include class materials, readings, model answers to assignments and exercises and discussion boards. All online materials for this subject as provided by KOI will be found in the Moodle page for this subject. Students should access Moodle regularly as material may be updated at any time during the trimester
- *Other contact* - academic staff may also contact students either via Moodle messaging, or via email to the email address provided to KOI on enrolment.

2.8 Student Assessment

Provided below is a schedule of formal assessment tasks and major examinations for the subject.

Assessment Type	When Assessed	Weighting	Learning Outcomes Assessed
Assessment 1: Mid-trimester test (1 hour)	Week 6	20%	a, b
Assessment 2: Group research project: Group report (3,000 +- 10%) and group presentation (20 minutes presentation time plus 10 minutes Q & A) Individual Reflection Report on project and conclusions (1,500 words)	Report Week 9 Presentation Weeks 9 - 11 Individual Reflection Report Week 11	Group report 20% Group presentation 10% Individual report 10% Total 40%	a, b, c

Assessment Type	When Assessed	Weighting	Learning Outcomes Assessed
Assessment 3: Final examination (2 hours plus 10 minutes reading time)	Final Exam Period	40%	a, b, c

Requirements to Pass the Subject:

To gain a pass or better in this subject, students must gain a *minimum of 50%* of the total available subject marks.

2.9 Prescribed Readings

> ***Prescribed Text:***
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> Nankervis, A., Coffey, J., Shields, J. and Baird, M., 2020. *Human resource management: Strategies and practices*, 10th ed. West Ryde: Cengage Learning.