HRM 101, Human Resources Management Methods.

3 credits, 3 hours lecture

Course Description

This course deals with information technologies and quantitative techniques as they are applied in Human Resource Management. Specific topics include the following: design, development and use of Human Resource Information Systems, graphical and numerical description of data sets, forecasting techniques (specifically applied to labour supply/demand), regression and correlation analysis (particularly as it applied to validation of selection tools). This course includes a computer lab component so that students can get some hands-on experience with the tools studied.

Pre and Co-requisites

HRM 100 or permission of the Program Chair

Course Learning Outcomes (CLOs)
Upon successful completion of the course, the student shall be able to:

CLO1 Distinguish between Strategic types (restricting, growth, stability, etc.)
CLO2 Demonstrate the HR functions that align with different strategic types.
CLO3 Recognize and explain Environmental influences on HR Management.
CLO4 Recall and illustrate how to complete a Job Analysis.
CLO5 Discover and employ appropriate IT applications as they pertain to HRM.
CLO6 Identify and interpret the Forecasting process for HR Supply & Demand.
CLO7 Demonstrate the process of Succession Management and develop an appropriate plan.
CLO8 Identify and evaluate Downsizing/Restructuring activities.
CLO9 Recognize how Globalization is affecting HR today.
CLO10 Identify and evaluate Mergers, Acquisitions, and Outsourcing activities.

Evaluation

Assessment Type	Percentage
Group/Individual Project & Presentation	25%
In-Class Assignments	40%
Final Test	35%
Total	**100%**

Course Completion Requirements

The minimum standard for passing this course is a grade of D (50 – 56.9%). The minimum grade for course progression/transfer is a grade of C- (60 – 63.9)

Grading Scale

4.0 Grade Scale	Alpha Grade	Percentage Grade
4.0	A+	93-100
4.0	A	85-92.9
3.7	A-	80-84.9
3.3	B+	77-79.9
3.0	B	74-76.9
2.7	B-	70-73.9
2.3	C+	67-69.9
2.0	C	64-66.9
1.7	C-	60-63.9
1.3	D+	55-59.9
1.0	*D	50-54.9
0.0	F	0-49.9

Land Acknowledgement

We respectfully acknowledge that Keyano College is on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis people.

Review Date: November 26, 2024

Every effort has been made to ensure that information in this course outline is accurate at the time of publication. Keyano College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.

Keyano College reserves the right to modify the syllabus, curriculum, or schedule of any course/program, or to cancel a course/program entirely, at any time and for any reason. Such changes may be necessary due to unforeseen circumstances, regulatory requirements, or to ensure the highest quality of education.

Students will be notified of any significant changes as soon as possible. Keyano College is not responsible for any inconvenience or disruption caused by these changes. It is the responsibility of the students to stay informed about any updates or modifications to their courses.