**Liverpool** John Moores University

Title: Managing People
Status: Definitive
Code: **5009BUSBS** (119189)
Version Start Date: 01-08-2012

Owning School/Faculty: Liverpool Business School
Teaching School/Faculty: Liverpool Business School

| Team | emplid | Leader |
|---|---|---|
| Jane Aspinall | | Y |

| Academic Level: | FHEQ5 | Credit Value: | 24.00 | Total Delivered Hours: | 78.00 |
|---|---|---|---|---|---|
| Total Learning Hours: | 240 | Private Study: | 162 | | |

**Delivery Options**
Course typically offered: Standard Year Long

| Component | Contact Hours |
|---|---|
| Lecture | 26.000 |
| Tutorial | 52.000 |

**Grading Basis:** 40 %

**Assessment Details**

| Category | Short Description | Description | Weighting (%) | Exam Duration |
|---|---|---|---|---|
| Essay | Report | Individual report investigating practice in recruitment/ selection/ flexibility in an organisation of student's choice | 50.0 | |
| Report | Report | Individual report responding to case study scenario, making specific recommendations for intervention | 50.0 | |

**Aims**

*The module aims to introduce students to contemporary people management practice in organisations.*

**Learning Outcomes**

After completing the module the student should be able to:

LO1   Understand and explain the changing roles of Human Resource Managers and Line Managers in the management of people.
LO2   Appraise Best Practice models of people management.
LO3   Understand and explain a range of approaches to achieving flexibility in a changing environment.
LO4   Apply key models and methods in individual performance management, learning and development.
LO5   Consider the contribution of people management to organisational success.

**Learning Outcomes of Assessments**

The assessment item list is assessed via the learning outcomes listed:

| Individual Report | LO 2 | LO 3 | LO 5 |
|---|---|---|---|

| Individual Report | LO 1 | LO 4 | LO 5 |
|---|---|---|---|

**Outline Syllabus**

*SEMESTER ONE*
*Block One Role and Responsibility*
*History of HRM  - welfare to strategic partner*
*HR activities  - personnel and HRM  - what do they do ?*
*HR  – hard and soft, Best Practice approaches, ACAS model*
*Delivery Choices – devolved HR and line manager as leader*
*Block Two  Resourcing*
*Recruiting 1  - planning, job design, attracting,*
*Recruiting 2  - advertising, internet recruitment*
*Selecting 1 – process and methods*
*Selecting 2 -  the classic trio*
*Selecting 3 -  psychometric approaches*
*Selecting 4 – assessment centres*

*SEMESTER TWO*
*Block Three  - Performing*
*Induction – socialisation, orientation and performance*
*Managing Performance 1 – cycle*
*Managing Performance 2 – skills*
*Rewarding Performance*

*Motivating Improvement*
*Block Four -   Engaging*
*Individual Learning*
*Training and Development*
*Involvement and Participation*

*Retention –*
*Rightsizing – role of line manager and HR*

## Learning Activities

Lectures are used to disseminate theory and Best Practice in human resource management.   2 hours seminars allow rich discussion, group work, case studies, role play and the application of theory to practice.

## References

| Course Material | Book |
|---|---|
| Author | Torrington, D, Hall, L, Taylor S and Atkinson, C |
| Publishing Year | 2009 |
| Title | Fundamentals of HRM |
| Subtitle | Managing People At Work |
| Edition | |
| Publisher | FT Prentice Hall |
| ISBN | |

| Course Material | Book |
|---|---|
| Author | Banfield, P and Kay, R |
| Publishing Year | 2008 |
| Title | Introduction to Human Resource Management |
| Subtitle | |
| Edition | |
| Publisher | Oxford University Press |
| ISBN | |

| Course Material | Book |
|---|---|
| Author | Price, A |
| Publishing Year | 2011 |
| Title | Fundamentals of Human Resource Management |
| Subtitle | |
| Edition | |
| Publisher | Cengage, London |
| ISBN | |

## Notes

This module delivers an introduction to HRM to BABS students who may be aspiring line managers and/or HR managers.   It considers the roles of line managers and HR managers in a range of organisations of different sizes and sectors.

The module will provide the knowledge requirements of the Chartered Institute of Personnel and Development Intermediate Standards and will equip students with the academic content required to achieve Associate Membership CIPD (as at 2011).

The module is  mapped against LJMU WOW skills and graduate skills, is fully accessible through Blackboard and supported by on line materials through recommended texts.