

# COURSE GUIDE – short form

Academic year 2017 - 2018

Course name <sup>1</sup>	<b>Human Resources and Labour Disputes management</b>					Course code	4IS111DS			
Course type <sup>2</sup>	DS	Category <sup>3</sup>	DO	Year of study	4	Semester	7	Number of credit points	3	

Faculty	Faculty of Materials Science and Engineering	Number of teaching and learning hours <sup>4</sup>					
Field	Industrial Engineering	Total	L	T	LB	P	IS
Specialization	Industrial Security Engineering	56	14	14	-	-	28

Pre-requisites from the curriculum <sup>5</sup>	Compulsory	-
	Recommended	-

General objective <sup>6</sup>	Giving students knowledge about human resources department structure and role within an enterprise and about the types and solving methods of labour disputes.
Specific objectives <sup>7</sup>	<ul style="list-style-type: none"> <li>• To know about human resource's function,</li> <li>• To know about the domains in which the human resources department operates,</li> <li>• To know about the classification of occupations and to be able to operate with them,</li> <li>• To be able to use and to form job's components,</li> <li>• To be able to draw the outlines of documents that are specific to employment and to be able to correctly asset such documentation,</li> <li>• To know about the types of labour disputes and to be able to mediate interpersonal conflicts.</li> </ul>
Course description <sup>8</sup>	<p>Human Resource's function.</p> <p>Human Resource department's attributions.</p> <p>Study of available jobs as well as planning/use of human resources and/or their selection.</p> <p>Time and working time management.</p> <p>Professional career's management.</p> <p>Social dialog and labour disputes management.</p>

Assessment		Schedule <sup>9</sup>	Percentage of the final grade (minimum grade) <sup>10</sup>
Continuous assessment	Class tests along the semester	W6	20%
	Activity during tutorials/laboratory works/projects/practical work	W4, W8	20%
	Assignments	W10	5%
Final assessment	Final assessment form <sup>11</sup>	Colloquim	55%
	Examination procedures and conditions: Assignments and their ongoing conditions: Exam based on an examination ticket containing two subjects and individual discussions as well of others aspects concerning the discipline.		

Course organizer	Prof. univ. dr. ing. Gheorghe Nagiț
Teaching assistants	Prof. univ. dr. ing. Gheorghe Nagiț

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<sup>1</sup>Course name from the curriculum

<sup>2</sup> DF – fundamental, DID – in the field, DS – specialty, DC – complementary (from the curriculum)

<sup>3</sup> DI – imposed, DO – optional, DL – facultative (from the curriculum)

<sup>4</sup> Points 3.8, 3.5, 3.6a,b,c, 3.7 from the Course guide – extended form (L-lecture, T-tutorial, LB-laboratory works, P-project, IS-individual study)

<sup>5</sup> According to 4.1 – Pre-requisites - from the Course guide – extended form

<sup>6</sup> According to 7.1 from the Course guide – extended form

<sup>7</sup> According to 7.2 from the Course guide – extended form

<sup>8</sup> Short description of the course, according to point 8 from the Course guide – extended form

<sup>9</sup> For continuous assessment: weeks 1 – 14, for final assessment – colloquium: week 14, for final assessment-exam: exam period

<sup>10</sup> A minimum grade might be imposed for some assessment stages

<sup>11</sup> Exam or colloquium