

COURSE OUTLINE

(1) GENERAL

SCHOOL	ENGINEERING		
ACADEMIC UNIT	FINANCIAL AND MANAGEMENT FOR ENGINEERS		
LEVEL OF STUDIES	7		
COURSE CODE	II.4/III.5	SEMESTER	A
COURSE TITLE	HUMAN RESOURCE MANAGEMENT		
INDEPENDENT TEACHING ACTIVITIES <i>if credits are awarded for separate components of the course, e.g. lectures, laboratory exercises, etc. If the credits are awarded for the whole of the course, give the weekly teaching hours and the total credits</i>		WEEKLY TEACHING HOURS	CREDITS
		3	6
<i>Add rows if necessary. The organisation of teaching and the teaching methods used are described in detail at (d).</i>			
COURSE TYPE <i>general background, special background, specialised general knowledge, skills development</i>	Stream Obligatory		
PREREQUISITE COURSES:	None		
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	GREEK		
IS THE COURSE OFFERED TO ERASMUS STUDENTS	NO		
COURSE WEBSITE (URL)	https://odim.aegean.gr/?q=en/content/human-resource-management		

(2) LEARNING OUTCOMES

<p>Learning outcomes</p> <p><i>The course learning outcomes, specific knowledge, skills and competences of an appropriate level, which the students will acquire with the successful completion of the course are described.</i></p> <p><i>Consult Appendix A</i></p> <ul style="list-style-type: none"> • <i>Description of the level of learning outcomes for each qualifications cycle, according to the Qualifications Framework of the European Higher Education Area</i> • <i>Descriptors for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and Appendix B</i> • <i>Guidelines for writing Learning Outcomes</i>
<p>Upon completion of the course, students will understand the interdisciplinary and multifaceted approach to issues related to the strategic management of human resources in a company. The course aims to cover the following fields related to human resources management and business communication, seeking to teach students to:</p> <ul style="list-style-type: none"> • interpret the importance of human resources for the planning, management and completion of a project, • know the necessary qualitative and quantitative characteristics that executives must possess, • are able to manage different personalities within a team, • are able to proceed with changes in the management of the human factor, • know the basic methods of business communication, • compile and present all the basic stages of a project, both in the internal and external

environment of the company,

- study, analyze and synthesize theoretical and applied case studies of Human Resources Management in businesses,
- have understood the decisive contribution of HRM in optimizing performance, productivity, corporate reputation and the achievement of the strategic objectives of the company
- have acquired knowledge of modern trends and individual HRM functions, and finally
- are able to apply, with a sense of responsibility, modern and effective techniques and methods in the administrative functions of HRM.

General Competences

Taking into consideration the general competences that the degree-holder must acquire (as these appear in the Diploma Supplement and appear below), at which of the following does the course aim?

Search for, analysis and synthesis of data and information, with the use of the necessary technology

Adapting to new situations

Decision-making

Working independently

Team work

Working in an international environment

Working in an interdisciplinary environment

Production of new research ideas

Project planning and management

Respect for difference and multiculturalism

Respect for the natural environment

Showing social, professional and ethical responsibility and sensitivity to gender issues

Criticism and self-criticism

Production of free, creative and inductive thinking

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Others...

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(3) SYLLABUS

Course Contents

Introductory References to Human Resource Management and the Importance of the Systemic Approach. The Functions of Human Resources in Businesses

Concept and Characteristics of Human Resource Management, Theories of Human Resource Management, the Strategic Role of Human Resources in Businesses through the Process of the Systemic Approach.

Leadership.

Concept, characteristics, distinctions, forms (styles) of leadership, theories of leadership, power, authority. Emotional intelligence. Differences between leader and manager. Delegation of authority.

The evaluation of human resource performance.

Evaluation systems, characteristics, goal setting. Problems during the evaluation process. Group and individual evaluation.

The ethical dimension of Human Resource Management.

Concept, historical development, dimensions, research, perspectives. Corporate Social Responsibility.

Principles, Dimensions and Main Factors of Communication. The interdisciplinary approach to Human Resource Management.

Content and Distinction of Types of Business Communication, Modern Forms of Communication.

Attracting, selecting and hiring human resources in modern businesses.

Concept, characteristics, systems. Job analysis, planning, sources of personnel, selection procedures, Selection interview, Introduction - placement of newly hired personnel

Administration and Management of Human Resources in Modern Businesses.

Dimensions of Organizational Planning and Hierarchical Classification of Personnel in this Planning, Styles - Schools - Theories of Management.

Motivation - Job Satisfaction.

Concepts of Motivation and Incentive, Theories of Needs - Motivation and Incentives, Ways and Means of Motivation, Job Satisfaction, Remuneration.

Knowledge Management. Development of skills and abilities in executives.

Introduction to the Theory of Learning in Business, Human Resources Education. Lifelong Education, Models - Processes - Objects and Content of Knowledge Management.

Human Resources Management in the Public Sector.

Peculiarities and characteristics.

(4) TEACHING and LEARNING METHODS - EVALUATION

DELIVERY <i>Face-to-face, Distance learning, etc.</i>	Distance learning (AegeanMoodle).	
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY <i>Use of ICT in teaching, laboratory education, communication with students</i>	Use of ICT in teaching	
TEACHING METHODS <i>The manner and methods of teaching are described in detail. Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography, tutorials, placements, clinical practice, art workshop, interactive teaching, educational visits, project, essay writing, artistic creativity, etc. The student's study hours for each learning activity are given as well as the hours of non-directed study according to the principles of the ECTS</i>	Activity	Semester workload
	Lecture	30
	Study	80
	Individual case study	37
	Final Exam	3
	Course total	150
STUDENT PERFORMANCE EVALUATION <i>Description of the evaluation procedure Language of evaluation, methods of evaluation, summative or conclusive, multiple choice questionnaires, short-answer questions, open-ended questions, problem solving, written work, essay/report, oral examination, public presentation, laboratory work, clinical examination of patient, art interpretation, other Specifically-defined evaluation criteria are given, and if and where they are accessible to students.</i>	<p>Assessment and grading method:</p> <ul style="list-style-type: none"> ● Individual essay based on the bibliography. The length of the essay will be approximately 2,500 words. The essay constitutes –up to 40% of the final grade - and its obligatory. is MANDATORY. ● Final exam of 3 hours: 60% <p>Students are required to attend lectures, to develop and present their essay within the framework of the course.</p>	

(5) ATTACHED BIBLIOGRAPHY

Suggested bibliography:

- **Ασπρίδης, Γ., (2020). Διοίκηση ανθρώπινου δυναμικού. Μια διεπιστημονική προσέγγιση. Αθήνα: Κριτική.**
- Ασπρίδης, Γ., (2015). Εταιρική κοινωνική ευθύνη - Η όψη του ανθρώπινου παράγοντα στην επιχείρηση. [ηλεκτρ. βιβλ.] Αθήνα: Σύνδεσμος Ελληνικών Ακαδημαϊκών Βιβλιοθηκών. Διαθέσιμο στο: <http://hdl.handle.net/11419/4801>.
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- Ασπρίδης, Γ., Καζαντζή, Β., και Ρωσσίδης, Ι., (2017). Αναλυτικό Λεξικό Διοικητικών - Οικονομικών Όρων, Αθήνα: Προπομπός.
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- Βαξεβανίδου, Μ., και Ρεκλείτης, Π., (2008). Μάνατζμεντ Ανθρωπίνων Πόρων, Αθήνα: Προπομπός.

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- Miller, K., (2006). Οργάνωση & Επικοινωνία: Προσεγγίσεις & Διαδικασίες, Αθήνα: Δίαυλος.
- Mondy, W., και Martocchio, J., (2018). Διαχείριση ανθρώπινου δυναμικού. Θεσσαλονίκη: Τζιόλας.
- Μούζα-Λαζαρίδη, Α-Μ., (2006). Διοίκηση Ανθρωπίνων Πόρων. Αθήνα: Κριτική.
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 - Human Resource Management Journal
 - Journal of Advances in Management Research
 - Journal of Communication Management
 - Journal of Management
 - Journal of Management Research
 - The International Journal of HRM
 - Journal of Business Communication
 - Human Resource Development Quarterly
 - Human Resource Development Review
 - Learning and Motivation
 - Journal of Workplace Learning
 - Strategic Management Journal
 - World Review of Entrepreneurship, Management & Sustainable Development
 - Journal for Global Business Advancement
 - Επιθεώρηση Διοικητικής Επιστήμης