

ID	2235
Curricular Unit	Human Resources
Regent	Rui Jorge Bértolo Lara Madeira Claudino
Learning Outcomes	<p>Identify and understand the major context constraints, for human resources management in sport</p> <p>Define and describe the technics, methodologies and practices for human resources management in sport;</p> <p>Identify the most important information technologies and the new applications for human resources management in sport.</p>
Syllabus	<ol style="list-style-type: none"> 1. The Manager in an era of change <ol style="list-style-type: none"> 1.1 The competitive challenges 2. Strategic management <ol style="list-style-type: none"> 2.1 Strategic Formulation 2.2 Implementation variables 3. Workflow Analysis <ol style="list-style-type: none"> 3.1 Analytical techniques 4. Job Design <ol style="list-style-type: none"> 4.1 The job characteristics model 5. Job analysis and description <ol style="list-style-type: none"> 5.1 Job analysis process 5.2 Job descriptions and Job specifications 6. Human resource planning <ol style="list-style-type: none"> 6.1 Human resource forecasting 6.2 Human resource prediction techniques 7. Recruitment <ol style="list-style-type: none"> 7.1 The human resource market and the labour market 7.2 internal and external recruitment 7.3 Recruitment techniques 8. Selection <ol style="list-style-type: none"> 8.1 Staff selection techniques 9. Performance evaluation <ol style="list-style-type: none"> 9.1 Performance evaluation techniques 9.2 The managers performance 10. Training and development <ol style="list-style-type: none"> 10.1 People training and development 11. Remuneration <ol style="list-style-type: none"> 11.1 Types of rewards 12. Information systems <ol style="list-style-type: none"> 12.1 Data types 12.2 Software and hardware 13. High-performance work systems (HPWS) <ol style="list-style-type: none"> 13.1 Core principles 13.2 Features of HPWS

The teaching is conducted through theoretical classes, theoretical/practical classes and practical classes, because the contents have conceptual components as well as methodological and operational contents.

The theoretical classes are exclusively for transmission of the main exhibition themes of human resources management. Some theoretical/practical classes are presented as case studies, to illustrate the application of concepts, methodologies and practices. The work performed by several students groups are also presented and discussed. In practical classes students learn how to use computer applications, namely software for managing people in projects, information systems for human resources management and e-learning systems for human resources management training and development.

Continuous assessment are conducted with 2 online tests, through Agon web application and a work group. Students who opt to final assessment will have to take a written test and an oral presentation.

Evaluation

Bibliography

Armstrong, M., A Handbook of Personnel Management Practice, Ed.: Kogan Page, London

Bohlander, G., Snell, S., Sherman, A., Managing Human Resources, ITP

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Cascio, W., Managing Human Resources - Productivity, Quality of Work Life, Profits, McGraw-Hill, Inc

Chiavenato, I., Gestão de Pessoas, Campus

DeCenzo, D., e Robbins, S., Personnel/Human Resource Management, Second ed., Prentice Hall

Dessler, G., Management - Leading People and Organizations to the 21st Century, Prentice-Hall

Mintzberg, E., The Nature of Managerial Work, Prentice Hall

Noe, R., Hollenbeck, J., Gerhart, B., Wright, P., Human Resource Management - Gaining a Competitive Advantage, Irwin

Sherman, A., Bohlander, G., Snell, S., Managing Human Resources, Shout-Western College Publishing

Chelladurai, P., Human Resource Management in Sport and Recreation, Human Kinetics