

**UR-CBE MODULE LEARNING OUTCOMES
(ACADEMIC YEAR 2016-17)**

UNDERGRADUATE

1. Programme Title: HRM School of Business
2. Learning Outcomes and Competencies

A. Knowledge and Understanding

At the end of the programme students should be able to demonstrate knowledge and understanding of:

- **A1.** HRM concepts and practice
- **A2.** HR Policy of an organization
- **A3.** Motivation theories that are applicable in managing HR
- **A4.** The Training Assessment Needs of an organization
- **A5.** Performance appraisal process
- **A6.** Recruitment policy of an organization

B. Cognitive/Intellectual skills/Application Knowledge

At the end of the programme students should be able to:

- **B1.** Design the HR Policy of an organization
- **B2.** Prepare the Training Assessment Needs of an organization
- **B3.** Design the performance appraisal process
- **B4.** Design recruitment policy of an organization
- **B5.** Apply the labor law in handling employee-employer relations

C. Communication/ICT/Analytic Techniques/Practical Skills

At the end of the programme students should be able to:

- **C1.** Prepare the payroll of an organization
- **C2.** Prepare practical tools used in pre-selection
- **C3.** Prepare job description and job specification
- **C4.** Setting up the compensation package for retention purpose
- **C5.** Job grading models
- **C6.** Prepare the Interview tools
- **C7.** Prepare RSSB contribution by the staff and the employer

D. General transferable skills

At the end of the programme students should be able to:

- **D1.** Consult Labor law for the better managing human resources in an organization
- **D2.** Conduct Performance appraisal
- **D3.** Motivate employees in an organization
- **D4.** Create conducive working environment in an organization.