

南臺科技大學 108 學年度第 1 學期課程資訊

課程代碼	65D00F01
課程中文名稱	人力資源管理
課程英文名稱	Human Resource Management
學分數	3.0
必選修	必修
開課班級	四國際商務三甲
任課教師	黃峰蕙 艾米麗
上課教室(時間)	週四第 2 節(E0507) 週四第 3 節(E0507) 週四第 4 節(E0507)
課程時數	3
實習時數	0
授課語言 1	英語
授課語言 2	
輔導考照 1	
輔導考照 2	
課程概述	Drawing from human resource management (HRM) theories and cases, this course emphasizes on learning practical personnel management and hands-on experiences. Specifically, students will be taught to understand human resource practices, policies, and outlook in Taiwan and beyond. Using international businesses as discussion bases, this course provides HRM knowledge and skills from employee hiring to compensation planning, to essential performance evaluation administration, and strategic reward management (motivation) in the enterprises.
先修科目或預備能力	
課程學習目標與核心能力之對應	<p>※編號，中文課程學習目標，英文課程學習目標，對應系指標</p> <p>-----</p> <p>1.定義並了解人力資源管理的功能，To know the elements of the HR function (e.g. - recruitment, selection, training and development, etc.)，1 國際商務知識</p> <p>2.指出多樣化勞力面對的潛在挑戰與威脅，To understand the implications for human resource management of the behavioral sciences, government regulations, and court decisions，4 資料分析能力</p> <p>3.清楚人力資源管理部門可提供的協助，To apply the principles and techniques of human resource management gained through this course to the discussion of major personnel issues and the solution of typical case problems.，7 整合協調溝</p>

	<p>通</p> <p>4.扼要說明傳達人力資源方案時所需的指導原則 , To Evaluate the developing role of human resources in the future global arena. , 11 商務企劃能力</p>
中文課程大綱	<ol style="list-style-type: none"> 1. 策略與人力資源管理 2. 組織設計 3. 工作分析 4. 人力資源規劃、招募與選擇 5. 訓練與發展 6. 績效評估 7. 策略性獎酬管理 8. 人力資源之企業倫理議題 9. 員工動機與紀律管理 10. 員工領導 11. 國際人力資源管理
英/日文課程大綱	<p>The course will cover the following important topics:</p> <ol style="list-style-type: none"> 1. Strategy and Human Resource Management. 2. Organizational Design. 3. Job Analysis. 4. Human Resource Planning, Recruitment, and Selection. 5. Training and Development. 6. Performance Evaluation. 7. Strategic Reward Management. 8. Business Ethics in Human Resources. 9. Employee Motivation and Disciplinary Management. 10. Leading Employees (Leadership). 11. International Human Resources Management.
課程進度表	<p>Week 1 (9/12): Introduction of the course</p> <p>Week 2 (9/19): Chapter 1: Managing human resources today.</p> <p>Week 3 (9/26): Chapter 2: Managing equal opportunity and diversity</p> <p>Week 4 (10/3): Chapter 3: Human resource strategy and analysis</p> <p>Week 5 (10/10): NO CLASS</p> <p>Week 6 (10/17): Chapter 4: Job analysis and talent management</p> <p>Week 7 (10/24): Presentation</p>

	<p>Week 8 (10/31): Chapter 6: Selecting employees</p> <p>Week 9 (11/7): Debate</p> <p>Week 10 (11/14): Case studies, Discussion: Ted talk</p> <p>Week 11 (11/21): Chapter 9: Managing careers</p> <p>Week 12 (11/28): Experiential exercise (Chapter 9), Writing a résumé</p> <p>Week 13 (12/5): Chapter 10: Developing compensation plans</p> <p>Week 14 (12/12): Chapter 14: Improving occupational safety, health, and risk management</p> <p>Week 15 (12/19): Module A: Managing HR globally</p> <p>Week 16 (12/26): Case studies</p> <p>Week 17 (1/2): Final project Presentation</p> <p>Week 18 (1/9): Course closure and reflection</p>
教學方式與評量方法	<p>※課程學習目標，教學方式，評量方式</p> <p>-----</p> <p>定義並了解人力資源管理的功能，課堂講授實作演練，日常表現作業課堂展演</p> <p>指出多樣化勞力面對的潛在挑戰與威脅，課堂講授啟發思考，口頭報告日常表現實作</p> <p>清楚人力資源管理部門可提供的協助，課堂講授，口頭報告日常表現</p> <p>扼要說明傳達人力資源方案時所需的指導原則，課堂講授，口頭報告日常表現</p>
指定用書	<p>書名：</p> <p>作者：</p> <p>書局：</p> <p>年份：</p> <p>ISBN：</p> <p>版本：</p>

參考書籍	
教學軟體	
課程規範	Don't be late. No cellphone in the classroom.