University of the West of Scotland
Module Descriptor

Session: 2024/25
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Title of Module: Introduction to Human Resources			
Code: LNDN07004	**SCQF Level: 7** (Scottish Credit and Qualifications Framework)	**Credit Points: 20**	**ECTS: 10** (European Credit Transfer Scheme)
School:	School of Business & Creative Industries		
Module Co-ordinator:	Zorlu Senyucel		

Summary of Module
Many organisations claim that their employees are their most valuable asset; and for this reason, effective management of human resources is essential. This module aims to introduce students to the key concepts, core theories and models of Human Resource Management. This will involve examining the origins of people management, factors that impacting and shaping its development, and how it is functioning today. Students will be encouraged and guided to raise their awareness to the debates in the field of managing human resources, and by focusing and reflecting on challenging questions about workplace management practices, problems and possible solutions. The module is designed and delivered to encourage critical thinking about the roles of employees, managers, strategies, and functions of human resources, and how they are linked to the overall organisational performance and success from the stages of resource planning to recruitment; from selection to management; and from promotion to retirement. Topics covered, but not limited to, are: planning and resourcing, recruitment and selection, induction and retention, managing performance and talent, learning and development, and equality and diversity.

Module Delivery Method					
Face-To-Face	**Blended**	**Fully Online**	**HybridC**	**HybridO**	**Work-based Learning**
	✓				

Face-To-Face
Term used to describe the traditional classroom environment where the students and the lecturer meet synchronously in the same room for the whole provision.
Blended
A mode of delivery of a module or a programme that involves online and face-to-face delivery of learning, teaching and assessment activities, student support and feedback. A programme may be considered "blended" if it includes a combination of face-to-face, online and blended modules. If an online programme has any compulsory face-to-face and campus elements it must be described as blended with clearly articulated delivery information to manage student expectations
Fully Online
Instruction that is solely delivered by web-based or internet-based technologies. This term is used to describe the previously used terms distance learning and e learning.
HybridC
Online with mandatory face-to-face learning on Campus
HybridO
Online with optional face-to-face learning on Campus
Work-based Learning
Learning activities where the main location for the learning experience is in the workplace.

Campus(es) for Module Delivery

The module will **normally** be offered on the following campuses / or by Distance/Online Learning: (Provided viable student numbers permit)

Paisley:	Ayr:	Dumfries:	Lanarkshire:	London:	Distance/Online Learning:	Other:
				✓		

Term(s) for Module Delivery

(Provided viable student numbers permit).

Term 1	✓	Term 2	✓	Term 3	✓

Learning Outcomes: (maximum of 5 statements)

On successful completion of this module the student will be able to:
L1. Explain the basic underpinning Human Resource Management and its importance to organisational success
L2. Identify the main operational functions of HRM, including recruitment and selection, employee engagement, induction and learning and development
L3. Interrogate some of the main issues in HR management (how to ensure positive equality and diversity outcomes, how to set targets that fit with organisational strategy and ensure they are met etc)
L4. Apply the concepts taught in class to case study examples in order to solve human resource problems

Employability Skills and Personal Development Planning (PDP) Skills	
SCQF Headings	During completion of this module, there will be an opportunity to achieve core skills in:
Knowledge and Understanding (K and U)	SCQF Level 7. Developing awareness and understanding of the foundations and operational functions of HRM in changing work contexts.
Practice: Applied Knowledge and Understanding	SCQF Level 7. Using frameworks and techniques to describe and explain real-life work situations nationally and globablly.
Generic Cognitive skills	SCQF Level 7. The ability to present and assess arguments about different approaches to HRM foundations and operational functions.
Communication, ICT and Numeracy Skills	SCQF Level 7. Use of relevant information technology applications to produce and present documents in an appropriate form and to communicate with peers in group exercises and lead on student led classes.
Autonomy, Accountability and Working with others	SCQF Level 7. Use initiative and discretion in the production of work both individually and collectively within classes.
Pre-requisites:	Before undertaking this module the student should have undertaken the following:

	Module Code:	Module Title:
	Other:	
Co-requisites	Module Code:	Module Title:

* Indicates that module descriptor is not published.

Learning and Teaching	
In line with UWS' Curriculum Framework, providing a flexible and hybrid, student-centred and inclusive approach to learning and teaching, the module has been designed around the delivery of engaging, activity- and discussion-based workshops, nurtured by meaningful online content, including short videos, reading materials, quizzes, etc. This approach creates more flexibility for students, while also enhancing deeper learning through engagement with peers and teaching staff, both online and in the classroom. This is further supported by the assessment approach adopted, enabling students to develop both academic and employability-focused knowledge and skills within international business — all aligned to the overarching purpose and aims of the programme.	
Learning Activities During completion of this module, the learning activities undertaken to achieve the module learning outcomes are stated below:	**Student Learning Hours** (Normally totalling 200 hours): (Note: Learning hours include both contact hours and hours spent on other learning activities)
Lecture/Core Content Delivery	36
Independent Study	164
	200 Hours Total

**Indicative Resources: (eg. Core text, journals, internet access)
The following materials form essential underpinning for the module content and ultimately for the learning outcomes: Leatherbarrow, C. and Fletcher, J., (2018), "Introduction to Human Resource Management: A Guide to HR in Practice", (4th edition), CIPD - Kogan Page, London Details of further resources, including textbooks, journals and online resources will be identified at the beginning of delivery in the module handbook and made available via VLE.
(**N.B. Although reading lists should include current publications, students are advised (particularly for material marked with an asterisk*) to wait until the start of session for confirmation of the most up-to-date material)
Engagement Requirements
Students are academically engaged if they are regularly engaged with timetabled on-campus and online teaching sessions, asynchronous online learning activities, course-related learning resources, and complete assessments and submit these on time. Please refer to the Academic Engagement and Attendance Procedure at the following link: Academic Engagement and Attendance Procedure

Supplemental Information

Programme Board	Management, Organisations & People

Assessment Results (Pass/Fail)	No
Subject Panel	Management, Organisations & People
Moderator	TBC
External Examiner	Shirley Barratt
Accreditation Details	
Changes/Version Number	2

Assessment: (also refer to Assessment Outcomes Grids below)
50% of the overall module assessment will be accounted for by a written essay
50% of the overall module assessment will be accounted for by an online test.
(N.B. (i) **Assessment Outcomes Grids** for the module (one for each component) can be found below which clearly demonstrate how the learning outcomes of the module will be assessed. (ii) An **indicative schedule** listing approximate times within the academic calendar when assessment is likely to feature will be provided within the Student Handbook.)

Assessment Outcome Grids (Footnote A.)

Component 1						
Assessment Type (Footnote B.)	**Learning Outcome (1)**	**Learning Outcome (2)**	**Learning Outcome (3)**	**Learning Outcome (4)**	**Weighting (%) of Assessment Element**	**Timetabled Contact Hours**
Written Essay			✓	✓	50	0

Component 2						
Assessment Type (Footnote B.)	**Learning Outcome (1)**	**Learning Outcome (2)**	**Learning Outcome (3)**	**Learning Outcome (4)**	**Weighting (%) of Assessment Element**	**Timetabled Contact Hours**
Online Test	✓	✓			50	0
Combined Total For All Components					100%	0 hours

Footnotes
A. Referred to within Assessment Section above
B. Identified in the Learning Outcome Section above

Note(s):

1. More than one assessment method can be used to assess individual learning outcomes.
2. Schools are responsible for determining student contact hours. Please refer to University Policy on contact hours (extract contained within section 10 of the Module Descriptor guidance note).
   This will normally be variable across Schools, dependent on Programmes &/or Professional requirements.

Equality and Diversity

UWS Equality and Diversity Policy

(N.B. Every effort will be made by the University to accommodate any equality and diversity issues brought to the attention of the School)