

DIPLOMA OF HUMAN RESOURCES MANAGEMENT

Human Resource Management is concerned with the people dimension in management. It is the Management of Human resources by attracting, developing, utilizing, retaining and motivating the human resources to achieve organisation's objective. Or in simple terms, effective and efficient management of the human resources of office to achieve company's objective. Here you will learn about all the functions of HRM in detail with interesting sessions, live projects, case studies, articles, demos and templates

Human Resource Management

This program will cover all the functions of HR with real-life examples.

- In the introductory module, you will get to know the actual scenarios HRs faced in company and how to **smartly overcome challenges**.
- In manpower planning, learn about various factors you should keep in mind while doing **manpower planning** and what are the recent trends in different industries.
- In job analysis, the main focus would be on **competency-based job analysis**. Many companies are moving from traditional job analysis to competency based job analysis.
- In the recruitment and selection module, learn about **current trends** and the common terminologies used.
- In Training and Development, you would be able to do **Instructional System Design**, how to do proper analysis, write measurable objectives and **ace trainings**.
- In labour laws, know about the **key labour laws and their objectives**. Also latest amendments.
- In remuneration and compensation, **design salary structure** and create a win-win situation for employer and employee both. Become confident in TDS calculations.
- In performance management, know about various methods in performance management.
- In the **disciplinary procedure**, practice the steps which should be followed to avoid penalties later.
- In **HR Analytics**, calculate and analyse common metrics and the future trends

Who this course is for:

- Those who have interest in HR domain - Beginner to Advanced
- HR Management Consultants/Practitioners
- Business Owners/Entrepreneurs/Top Management/Managers
- Management students
- Want to work in companies
- Want to work as Freelance HR Practitioner/Management Consultant
- Want to start own HR Management consulting firm

Program	Diploma of Human Resources Management
Credit Hours	72 Credits
Duration	Academic Year (9 Months)
Fees	2500 USD (\$)
Scholarship Fees	1200 USD (\$)

SYLLABUS

DIPLOMA OF HUMAN RESOURCES MANAGEMENT		
SUBJECT	CODE	CREDIT HOURS
English Language	EN101	6
Principles of Business Administration	BA71	6
Organizational structure	BA72	6
Principles of Accounting	AF81	6
Principle of Marketing	DM131	6
Human Resources Management	HR221	3
Organizational structure	HR222	3
Job Analysis & Description	HR223	3
Salaries	HR224	3
Employment	HR225	3
Employees Evaluation & Career Path	HR226	3
Negotiations Management	BA74	3
Communications Skills	BA78	3
Graduation Project	HR227	18