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| **COURSE DESCRIPTION FORM** | |
| **Course Code and Name** | **SYB 104 HUMAN RESOURCE MANAGEMENT** |
| **Course Semester** | 2nd Semester |
| **Catalog Content** | Planning, supplying and usage of the man power in organizations, importance of human resources, staffing strategies in public and private sport institutions/organizations. |
| **Textbook** | Can, H., Kavuncubaşı, Ş.; Insan Kaynakları Yönetimi, Siyasal Kitabevi, 5. Baskı, Ankara, 2005.  Scientific researches concerning to subject. |
| **Supplementary Textbooks** | - |
| **Credit** | 5 |
| **Prerequisites of the Course**  **( Attendance Requirements)** | Attendance Required |
| **Type of the Course** | Compulsory |
| **Instruction Language** | Turkish |
| **Course Objectives** | Teaching the planning, supplying and using the human resources in sport organizations. |
| **Course Learning Outcomes** | Knowing the general concepts of resources. |
| **Instruction Methods** | Formal learning |
| **Weekly Schedule** | 1. Introduction  2.Functions, principles and organization of human resources management  3.Scope of human resources management  4.Evaluation and analysis of work  5.Staffing  6.Employee selection  7.Employee activities  8. Mid-term exam  9.Organizational socialization and career  10.Employee Performance evaluation  11.In service training  12.Salary management  13.Employee empowerment  14.Work relationships  15.Evaluation |
| **Teaching and Learning Methods** | Weekly Theoretical Course Hours  Reading Tasks  Internet Browsing, Library Work  Preparation of Midterm and Midterm Exam  Final Exam and Preparation for Final Exam  Other |
| **Assessment Criteria** | |  |  |  | | --- | --- | --- | |  | **Numbers** | **Total Contribution (%)** | | Midterm Exams | 1 | 50 | | Assignment |  |  | | Application |  |  | | Projects |  |  | | Practice |  |  | | Quiz |  |  | | Percent of In-term Studies (%) | 1 | 50 | | Percentage of Final Exam to Total Score (%) | 1 | 50 | | Attendance |  |  | |
| **Workload** | |  |  |  |  | | --- | --- | --- | --- | | **Activity** | **Total Number of Weeks** | **Duration (weekly hour)** | **Total Period Work Load** | | Weekly Theoretical Course Hours | 14 | 3 | 42 | | Weekly Tutorial Hours | - | - | - | | Reading Tasks | 8 | 2 | 16 | | Internet and Library Working | 7 | 2 | 14 | | Material Design and Implementation | - | - | - | | Report Preparing | - | - | - | | Preparing a Presentation | - | - | - | | Presentations | - | - | - | | Midterm Exam and Preparation for Midterm Exam | 4 | 4 | 16 | | Final Exam and Preparation for Final Exam | 5 | 3 | 15 | | Other (should be emphasized) | 5 | 4 | 20 | | Total Workload |  |  | 123 | | Total Workload / 25 |  |  | 4,92 | | Course Credit (ECTS) |  |  | **5** | |
| **Contribution Level Between Course Learning Outcomes and Program Outcomes** | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | No | Program Outcomes | 1 | 2 | 3 | 4 | 5 | | 1 | CO 1 |  |  |  |  | X | | 2 | CO 2 |  |  |  |  | X | | 3 | CO 3 |  |  | X |  |  | | 4 | CO 4 |  |  | X |  |  | | 5 | CO 5 |  |  |  | X |  | | 6 | CO 6 |  |  |  |  | X | | 7 | CO 7 | X |  |  |  |  | | 8 | CO 8 | X |  |  |  |  | | 9 | CO 9 | X |  |  |  |  | | 10 | CO 10 | X |  |  |  |  | | 11 | CO 11 | X |  |  |  |  | | 12 | CO 12 |  |  | X |  |  | | 13 | CO 13 |  |  |  | X |  | | 14 | CO 14 | X |  |  |  |  | | 15 | CO 15 | X |  |  |  |  | | 16 | CO 16 |  |  | X |  |  | | 17 | CO17 |  |  |  | X |  | | 18 | CO18 | X |  |  |  |  | | 19 | CO19 | X |  |  |  |  | | 20 | CO20 |  |  | X |  |  | | 21 | CO 21 |  |  |  | X |  | | 22 | CO 22 | X |  |  |  |  | |
| **The Course’s Lecturer(s) and Contact Informations** | Asst. Prof. Dr. Fatih YENEL fyenel@gazi.edu.tr |