



English Path



GLOBAL APPLIED KNOWLEDGE

PART OF GLOBAL EDUCATION GROUP

HUMAN RESOURCES

IN BRIEF

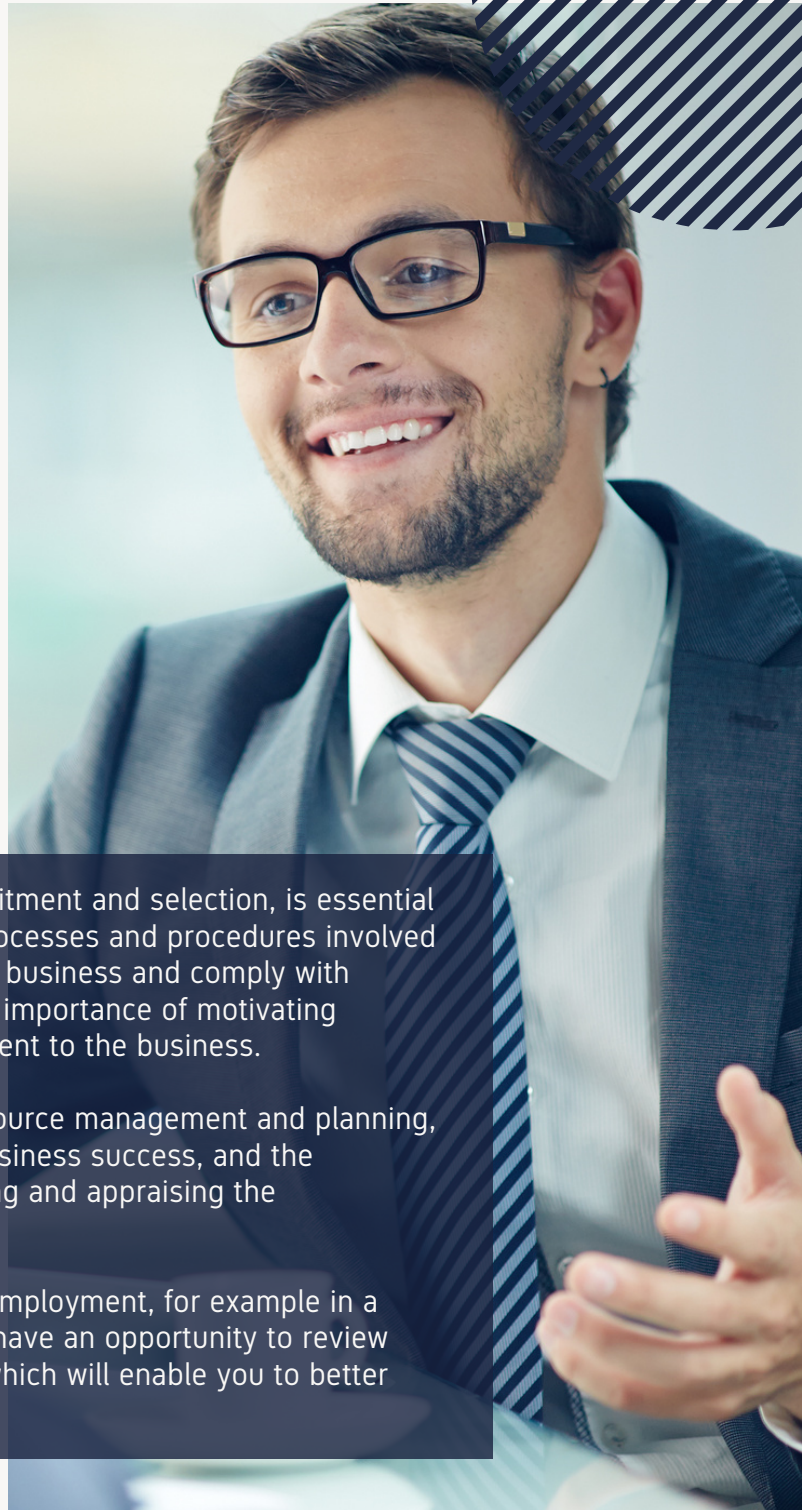
Learners develop knowledge and skills in human resource planning and management.

INTRODUCTION

Effective human resource management, including recruitment and selection, is essential to the success of a business. It is important that the processes and procedures involved in human resource management meet the needs of the business and comply with current regulations. This will include understanding the importance of motivating employees and gaining their cooperation and commitment to the business.

In this unit, you will learn the importance of human resource management and planning, the relationship between a motivated workforce and business success, and the processes and procedures involved in recruiting, training and appraising the performance of employees.

This unit will give you a foundation for progression to employment, for example in a human resources role, or to higher education. You will have an opportunity to review the human resource practices in a large organisation, which will enable you to better understand how performance is managed.



SUMMARY

Learning Aim

Explore factors that can impact human resource planning in business

Examine methods of managing employee performance and how motivation impacts on business performance

Examine how effective recruitment and selection contribute to business success

Content Area

- Human resources (HR)
- Human resource planning

- Motivation in the workplace
- Training and development
- Performance appraisal

- Recruitment of staff
- Recruitment and selection processes
- Ethical and legal considerations in the recruitment process

Assessment

Learners research and report on human resource planning and workforce motivation to improve business performance, for a given business scenario and the recruitment process in a large business.