



UNIVERSITI TEKNOLOGI MARA

BSV703: HUMAN RESOURCE MANAGEMENT AND ORGANISATIONAL BEHAVIOR

Course Name (English)	HUMAN RESOURCE MANAGEMENT AND ORGANISATIONAL BEHAVIOR APPROVED
Course Code	BSV703
MQF Credit	3
Course Description	This course is to develop a capability to understand and review human management to an organization. The onset of the study is the introduction to theories of human needs and behaviour, followed by studies on organizations, their behaviour, environment and management. The study emphasizes the patterns and components with different management system and styles. The module is aimed at exposing and providing a sound understanding and assessing of the importance of human management in achieving efficiency and effectiveness to meet organization objectives.
Transferable Skills	Organizing, planning, communicating, leading, and delegating skills.
Teaching Methodologies	Lectures, Presentation
CLO	CLO1 Develop and discuss knowledge and skill of organizations and their behaviour, the environment, human objectives and motivation. CLO2 Apply and examine knowledge and skill in planning, organizing, communicating, leading and delegating by using management philosophies, principle, styles and systems on the productivity. CLO3 Formulate and justify effective organizational structure for Facilities Management in managing changes.
Pre-Requisite Courses	No course recommendations
Topics	
1. Introduction: in search of management 1.1) n/a	
2. Personality 2.1) n/a	
3. In search of efficiency. 3.1) n/a	
4. Leadership theories 4.1) n/a	
5. In search of Quality of Working Life (QWL) 5.1) n/a	
6. Learning 6.1) n/a	
7. Motivation theories 7.1) n/a	
8. Communication 8.1) n/a	
9. Power and politics 9.1) n/a	
10. Creativity and innovation 10.1) n/a	
11. Knowledge management 11.1) n/a	

12. Performance and appraisal 12.1) n/a
13. Group and teams 13.1) n/a
14. Change management 14.1) n/a

Assessment Breakdown	%
Continuous Assessment	40.00%
Final Assessment	60.00%

Details of Continuous Assessment	Assessment Type	Assessment Description	% of Total Mark	CLO
	Assignment	n/a	20%	CLO1
	Assignment	n/a	20%	CLO2

Reading List	<p>Recommended Text</p> <ul style="list-style-type: none"> • Thomas H. Davenport, Marius Leibold, Sven C. Voelpell 2006, <i>Strategic Management in the Innovation Economy</i>, John Wiley and Sons [ISBN: 3895782637] • Fred R. David 2011, <i>Strategic Management Concepts and Cases</i>, Prentice Hall [ISBN: 0132664232] • Alan Eisner, Gerry McNamara, G.T. (Tom) Lumpkin, Gregory Dess 2013, <i>Strategic Management: Creating Competitive Advantages</i>, McGraw-Hill Education [ISBN: 0077636082] • Michael Hitt, R. Duane Ireland, Robert Hoskisson 2008, <i>Strategic Management: Competitiveness and Globalization, Concepts</i> Cengage Learning [ISBN: 0324581122] • Andrzej Huczynski, David A. Buchanan 2007, <i>Organizational Behaviour</i>, Pearson Education [ISBN: 027370835X] • Mark Hughes 2006, <i>Change Management</i>, Gardners Books [ISBN: 9781843980704] • Kate Hutchings, Kavoos Mohannak 2007, <i>Knowledge Management in Developing Economies</i>, Edward Elgar Publishing [ISBN: 9781845427863] • John Martin 2005, <i>Organizational Behaviour and Management</i>, Cengage Learning EMEA [ISBN: 9781861529480] • Norsaidatul Akmar Mazelan 2000, <i>Corporate Management Styles</i>, Pelanduk Publications Sdn Bhd [ISBN: 967-978-8970] • Ruth Rikowski 2007, <i>Knowledge Management</i>, Chandos Publishing [ISBN: 1843341395] • Cynthia D. Scott, Dennis T. Jaffe 2006, <i>Change Management</i>, Thomson Learning [ISBN: 1418889156]
Article/Paper List	This Course does not have any article/paper resources
Other References	This Course does not have any other resources