



## 課 綱 Course Outline

### 管理學院會計與資訊管理國際學士班學士班

中文課程名稱 Course Name in Chinese	人力資源管理				
英文課程名稱 Course Name in English	Heman Resource Management				
科目代碼 Course Code	ACIM30020	班 別 Degree	學士班 Bachelor' s		
修別 Type	學程 Program	學分數 Credit(s)	3.0	時 數 Hour(s)	3.0
先修課程 Prerequisite	管理學				
課程目標 Course Objectives					
This course is designed as an overview of the Human Resource Management functions and the employment of human resources to achieve organizational strategic goals by working with and through people. HR legal environment, recruitment and selection, training and development, compensation and benefits, performance appraisals, workforce diversity and practical skills for managing people through the understanding and use of HR functions and systems will be explored.					
系教育目標 Dept.'s Education Objectives					
1	培養結合理論與實務之會計資訊專業人才				
2	培養多元視野與跨領域整合能力之會計資訊專業人才				
3	培養專業能力與品德操守並重之會計資訊專業人才				
系專業能力 Basic Learning Outcomes				課程目標與系專業能力相關性 Correlation between Course Objectives and Dept.' s Education Objectives	
A	兼具會計資訊理論與實務操作及專業知識，具備跨領域解決問題能力			●	
B	具有良好之會計資訊理論基礎與分析能力，具備相關領域升學或就業之知識與能力			○	
C	具備以資訊技術協助企業運作與商業管理之知識與應用能力			●	

D	具有會計資訊、風險控管、電腦審計與稅務整合能力	○
E	具備超然獨立並嚴格遵守會計資訊專業倫理的道德勇氣	○
F	具備團隊合作、國際視野、創造性思考及良好的外語能力	○

圖示說明Illustration：● 高度相關 Highly correlated ○ 中度相關 Moderately correlated

### 課程大綱 Course Outline

#### PART I: INTRODUCTION

Ch 1 Introduction to Human Resource Management

Ch 2 Equal Opportunity and the Law

Ch 3 Human Resource Management Strategy and Analysis

#### PART II: RECRUITMENT, PLACEMENT, AND TALENT MANAGEMENT

Ch 4 Job Analysis and the Talent Management Process

Ch 5 Personnel Planning and Recruiting

Ch 6 Employee Testing and Selection

Ch 7 Interviewing Candidates

#### PART III: TRAINING AND DEVELOPMENT

Ch 8 Training and Developing Employees

Ch 9 Performance Management and Appraisal

Ch10 Employee Retention, Engagement, and Careers

#### PART IV: COMPENSATION

Ch11 Establishing Strategic Pay Plans

Ch12 Pay for Performance and Financial Incentives

Ch13 Benefits and Services

#### PART V: EMPLOYEE RELATIONS

Ch14 Ethics and Employee Rights and Discipline

Ch15 Labor Relations and Collective Bargaining

Ch16 Employee Safety and Health

Ch17 Managing Global Human Resources

Ch18 Managing Human Resources in Small and Entrepreneurial Firms

資源需求評估（師資專長之聘任、儀器設備的配合．．．等）

Resources Required (e.g. qualifications and expertise, instrument and equipment, etc.)

### 課程要求和教學方式之建議

#### Course Requirements and Suggested Teaching Methods

Instructional methods employed may include lecture, cases, skill-building exercises, problem solving, student presentations and other activities. These events heighten understanding of the course material. The student's preparation before class and serious participation in these activities will contribute to learning in this course. The student is expected to attend class on time regularly and participate in discussions when appropriate. Students are also expected to complete all assigned readings in a timely manner.

其他

Miscellaneous