



## 課 綱 Course Outline

### 管理學院管理科學與財金國際學士學位學程學士班

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	Human Resource Management				
科目代碼 Course Code	MSF_10200	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	培育具備良好數量分析能力之管理人才。 Cultivating management professionals with outstanding ability in quantitative analysis.				
2	培育具備財務金融專業知識之人才。 Cultivating professionals with finance-specific knowledge.				
3	培育具備國際視野與外語溝通能力之人才。 Cultivating professionals with a global vision and the ability in foreign-language communication.				
4	培育具備決策分析與問題解決之技能的管理人才。 Cultivating management professionals with knowledge and skills in decision analysis and problem solving.				
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	能以數量方法分析與解決問題。 Using quantitative methods to analyze and solve problems.				

B	具備財務金融領域之分析能力。 Equipped with the ability to analyze finance.	
C	能善用資訊科技進行資料分析、統整與呈現。 Using information technology to analyze, integrate, and present data.	○
D	具備國際視野與專業外語能力。 Equipped with a global vision and specialized foreign language proficiency.	
E	具備掌握財經時事議題及研判財經趨勢之能力。 Equipped with the ability to master topics of finance and economy, and other current news, and to diagnose financial and economic tendencies.	○
F	具備一般管理的基礎知識。 Equipped with basic knowledge of management in general.	●

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