

Study program: Business Economics and Entrepreneurship (180 ECTS); Finance banking and insurance (240 ECTS)			
Type and level of studies: Basic academic studies, first level of studies			
Course title: MANAGEMENT OF HUMAN RESOURCES			
Professor: Pavić Žarko			
Course status: obligatory			
ECTS Points: 8			
Requirement: Passed exam Management, entered 3rd semester of study, completed course and successfully completed pre-exam			
Objective: Acquiring knowledge about modern concepts, goals and tasks of human resources management (MLJR), getting acquainted with methods, techniques and instruments for identification and development of human resources in the function of organizational success, as well as with the practice of MLAs of developed countries and in the Republic of Serbia.			
Outcome: After passing the exam, the student has acquired theoretical knowledge in the MLJR area, understands the importance and roles for the successfulness of the organization's business and contemporary practice in this field, and is able to: Appropriate procedures and techniques of planning, job analysis, recruitment, selection, training and development, evaluation work performance, rewarding, encouraging employees, as well as ways of organizing and sharing roles in these processes; to spot and solve new problems in this field in their professional work.			
Contents of the course			
Theoretical classes Introduction to the subject; Key determinants of human resources management; Concept, objectives and tasks; Ensuring equal opportunities for employment; Designing jobs and work tasks; Analysis of jobs and work tasks; Planning and recruiting human resources; Selection of human resources; Orientation and training; Personnel development and career planning; Evaluation of performance; Employee reward system; Labor force fluctuation; Health and safety at work; Leisure and humanization of work; Coordination; Human Resources Research and Personnel Information System; Comparative Analysis of Human Resource Management of Developed Countries (American, European, Japanese); Serbian management and managers; The future of human resources management.			
Practical teaching Exercises, practical work on individual elements of the human resources process - human resources analysis, call for applications, selection of applicants, etc .; Analysis of cases from the practice of domestic and international companies; Training in compiling appropriate questionnaires, etc.; Preparation of colloquium and exams. Evaluation of realized teaching and analysis of its results.			
Literature [1]. Petković V., Đokić A., (2014), Vios School of Employment Economics and Entrepreneurship Belgrade. [2]. Boljanović, Đorđević J., Pavić Ž., (2011), Human Resources Management, University Singidunum, Belgrade., [3]. Dessler, G., (2007), Fundamentals of human resources management, Data status, Beograd.			
Number of active classes		Theoretical classes: 3	Practical classes: 3
Methods of teaching: Lectures are auditory, they are performed in amphitheater with all students, and are fully covered with video presentations. Exercises are conducted by groups of students in classrooms: (1) as auditory, where further topics are discussed; (2) as, discussions where human resources analysis is conducted, call for applications, selection of applicants; as consultative where training is being conducted in the compilation of appropriate questionnaires.			
Knowledge assessment (maximum number of points 100)			
Pre-exam obligations	Points 50	Final exam	Points 50
activity during lectures	20	Oral exam	50
colloquium-first	15		
colloquium-second	15		