

Information sheet for the course

University: <i>Alexander Dubček University of Trenčín</i>	
Faculty: <i>Faculty of Social and Economic Relations</i>	
Course unit code: KSaHV/ AjPers2/11z2eA/22	Course unit title: <i>English language for personalists II</i>
<p>Type, scope and method of learning activities: <i>Weekly number of teaching hours in the form of seminars: full-time form 2;</i> <i>Teaching method: face to face / combined</i></p> <p><i>Weekly number of teaching hours in the form of seminars: part-time form 2;</i> <i>Teaching method: face to face / combined</i></p>	
Number of credits: 2	
Recommended semester/trimester of study: <i>4th semester in the full-time form of study and 4th semester in the part-time form of study within the Human Resources and Personnel Management study program</i>	
Degree of study: <i>I. (Bc.)</i>	
Course prerequisites:	
<p>Assessment methods: <i>A student may receive a maximum of 100 points in total for the preliminary assessment and credit. During the semester, a maximum of 20 points can be obtained in the preliminary assessment as follows:</i> <i>Individual work and activity in seminars max. 20 points;</i> <i>Credit test max: 80 points</i> <i>The overall grade consists of the preliminary assessment and the credit test assessment.</i> <i>Grade: A from 100-93 points; Grade: B from 92-85 points; Grade: C from 84-76 points; Grade: D from 75-68 points; Grade: E from 67-60 points. A student will not get credits if the student receives less than 60 points in total.</i></p>	
<p>Learning outcomes: <i>After completing the course the student will remember the conceptual apparatus of personnel management in the English language. The student will understand professional texts in English on current and future trends on the labour market and their impact on personnel activities, organisational culture, strategic approach, intercultural communication. By completing the course the student will gain:</i> <i>By completing the course the student will obtain:</i> Practical knowledge and skills: <i>- apply professional terminology in English in personnel management,</i> <i>- search, process, sort information from English language sources and critically comment on it to approach.</i> Abilities: <i>- Systematically gather and analyze information from sources in English on globalization, (e) to analyse and analyze in English and in English the demographic and other trends in the labour market.</i> Competencies: <i>The graduate will be able to communicate professionally in the field of personnel management. Student acquires the foreign language competence to work in the field of personnel management in a multinational company with English as a working language. The students are able to listen actively, ask stimulating questions and to questions and give feedback, present and defend their</i></p>	

own feelings, opinions and needs in interaction with other people and in front of a professional audience, including in writing in English.

Course contents:

1. The emergence and development of the concept of human resource management.
2. Globalisation and its impact on human resource management.
3. General trends in the labour market.
4. Working in groups - a case study.
5. Strategic approach in human resources management.
6. Engagement in human resource management.
7. Work-life balance.
8. Conflict management.
9. Talent management.
10. Corporate culture.
11. Intercultural communication.
12. Group work - case study.

Recommended and required reading:

Aamodt, M. G.: *Industrial / Organizational Psychology: An Applied Approach*. 6th Ed. Wadsworth Cengage, 2010.
Armstrong M., Taylor S.: *Armstrong's Handbook of Human Resource Management Practice*. Kogan Page 2014
Dessler, G.: *Human Resource Management*. 5th Ed. Pearson, 2018.
Deuter, M., Bradbery, J., Turnbull, J. et al. *Oxford Advanced Learner's Dictionary*. OUP, 2015
Hofstede, G., Hofstede, G.J., Minkov, M.: *Cultures and Organizations: Software of the Mind*. McGraw Hill, 2010.

Language: Slovak/English

Remarks:

The course is mandatory.
Full-time study:
Exercises 24 hours min.
Preparation for exercises and continuous assessment 16 hours min.
Preparation for and credit 10 hours.
Student contact workload: 24 hours,
Non-contact: 26 hours
External study:
Exercises 10 =10 hours min.
Preparation for seminar and continuous assessment 30 hours min.
Preparation for and credit 10 hours.
Student workload contact: 10 hours,
Non-contact: 40 hours
In total, for 2 credits, the student must be required to complete a minimum of 50 hours of work.
1 credit represents 25 hours of student work.

Evaluation history:

Total number of evaluated students:

A	B	C	D	E	FX

Lecturers:

Mgr. Monika Gullerová, PhD.,

Last modification:

Approved by: