

## Information sheet for the course

<b>University:</b> <i>Alexander Dubček University of Trenčín</i>	
<b>Faculty:</b> <i>Faculty of Social and Economic Relations</i>	
<b>Course unit code:</b> KMaREZ/ OrgK/2lz1dA/22	<b>Course unit title:</b> <i>Organization culture</i>
<p><b>Type, scope and method of learning activities:</b>  <i>Weekly number of teaching hours in the form of lectures, seminars: full-time form 2/1;</i>  <i>Teaching method: face to face / combined</i></p> <p><i>Weekly number of teaching hours in the form of lectures, seminars: part-time form 2/1;</i>  <i>Teaching method: face to face / combined</i></p>	
<b>Number of credits:</b> 5	
<b>Recommended semester/trimester of study:</b> <i>2<sup>nd</sup> semester in the full-time form of study and 2<sup>nd</sup> semester in the part-time form of study within the Human Resources and Personnel Management study program</i>	
<b>Degree of study:</b> <i>II. (Master)</i>	
<b>Course prerequisites:</b>	
<p><b>Assessment methods:</b>  <i>A student may receive a maximum of 100 points in total for the preliminary assessment and the examination. During the semester, a maximum of 50 points can be obtained in the preliminary assessment as follows:</i>  <i>Preparation of the semester project and its presentation max. 50 points;</i>  <i>The final evaluation consists of:</i>  <i>- Preliminary assessment and oral examination assessment.</i>  <b>Assessment:</b>  <i>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 be awarded credit if he/she obtains a total of less than 60 points.</i></p>	
<p><b>Learning outcomes:</b>  <i>After completing the course, the student will remember the concepts, basic theoretical knowledge on the nature of organizational culture, understand organizational values, formal and informal norms and rules of the organization. The student will be able to apply the acquired knowledge in creating a good image employer in relation to the public. The knowledge and skills acquired in the field of organisational The student will be able to apply the skills and knowledge of organisational culture to the different levels of management in organisations. He will be able to analyse problems at the macroeconomic level. By completing the course the student will acquire:</i>  <b>Theoretical knowledge:</b>  <i>- Apply legal norms and regulations and basic provisions of labour law and create individual and collective labour relations in different types of organisations and institutions.</i>  <b>Practical skills:</b>  <i>- Apply legal norms, regulations and basic provisions of labour law and establish documentation related to human resources.</i>  <i>- Ensure that human resource management is integrated with the strategic needs of the organisation through human resource management activities (human resource management philosophy, policy, programmes and practices) and embedded in the overall planning and evaluation process of the organisation.</i>  <b>Competencies:</b></p>	

- *Communication. Graduates are able to listen actively, ask stimulating questions and provide feedback, present and defend their own feelings, opinions and needs in interaction with other people and/or in front of a professional audience, including in writing.*

- *Leadership. Graduates demonstrate the ability to work effectively as a member or leader of a team. They can motivate team members and build strong working relationships within the team.*

**Course contents:**

1. *Introduction - content of the course, recommended literature, conditions for taking the course. Basic concepts in organizational culture.*
2. *The essence of organizational culture, its determinants, climate in the organization, subculture.*
3. *Typology of organizational culture.*
4. *Elements of organizational culture.*
5. *Mission, vision, goals and strategy of the organisation; corporate identity and reputation of the organisation.*
6. *Organisational culture and values.*
7. *Organisational culture and communication.*
8. *Quality of work life as part of organizational culture.*
9. *Intra-company standards of ethical behaviour.*
10. *Social responsibility of the organisation.*
11. *Organizational culture as a process and its relationship with personnel management.*
12. *Current trends in corporate culture of organizations.*

**Recommended and required reading:**

- *Masárová, T. – Živčicová, E. – Bulková, K.: Organizačná kultúra (vybrané kapitoly). Trenčín: TnU AD, 2017. ISBN 978-80-8075-785-4*
- *Armstrong, M – Taylor, S.: Řízení lidských zdrojů. Praha: Grada Publishing, 2015. ISBN 978-80-24752-58-7*
- *Bedrnová, E. – Jarošová, E. – Nový I. a kol.: Manažerska psychologie a sociologie. Praha: Management Press, 2012. ISBN 978-80-7261-239-0*
- *Hofstede, G. et al.: Cultures and Organisations: Software of the Mind. New York: McGraw-Hill Education, 2010. ISBN13: 9780071664189*

**Language: Slovak/English**

**Remarks:**

*The course is compulsory.*

*Full-time study:*

- *Lectures and seminars 24 + 12 = 36 hours*
- *Preparation for continuous assessment 25 hours*
- *Preparation for examination 63.5 hours*
- *Examination 0.5 hours*

*Student contact workload: 36.5 hours,*

*non-contact: 88.5 hours.*

*125 hours in total.*

*External study:*

- *Lectures 10 + 5 = 15 hours*
- *Preparation for continuous assessment 46 hours*
- *63.5 hours exam preparation*
- *Examination 0.5 hours*

*Student contact workload: 15.5 hours,*

*non-contact: 109.5 hours.*

*125 hours.*

*- A minimum of 125 hours of work must be required of the student for a total of 5 credits.*

*1 credit represents 25 hours of student work*

**Evaluation history:**

*Total number of evaluated students:*

A	B	C	D	E	FX

**Lecturers:**

*Ing. Tatiana Masárová, PhD.*

**Last modification:**

**Approved by:** *Doc. PhDr. Zoltán Rózsa, PhD.*