

## Human Resource and Management Notes

### **Chapter 1**

**What is human resource management?**

- a. An integrated set of systems
- b. Practices
- c. Policies in an organization that focuses on the effective deployment and development of its employees.

**List the HRM topics that are addressed by the systems, practices and policies.**

- 1- Promoting employee health and safety through organizational culture
- 2- Defining, analyzing and designing the work
- 3- Planning for, recruiting, and selecting employees
- 4- Orienting, training and developing employees
- 5- Managing employee performance
- 6- Rewarding and recognizing employees
- 7- Knowing your rights and responsibilities
- 8- Understanding labour relations and collective bargaining
- 9- Learning about international human resource management

**List the business topics that should be continuously monitored because they impact HRM systems, practices and policies.**

- 1- Global economy
- 2- Changes in the firms and business sectors
- 3- Technology quality
- 4- Sustainability
- 5- Developing human capital and talent management
- 6- Demographics

### **1- Global Economy**

**What is globalization?**

Carry on business in many parts of the world, it means having factories in many parts of the world. Having employees from many parts of the world, so that the result is business without borders.

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