



Syllabus of the academic discipline «Personnel management and organizational behavior»

Specialty	073 Management
Educational program	Business Administration
Educational qualification	second (master)
Type of the discipline	Compulsory
Language of teaching	English
Academic year / Semester	1st academic year, 1st semester
Number of credits ECTS	4
Distribution by types of classes and hours of study	Lectures – 24 hours. Practical (seminars) – 26 hours. Independent training – 70 hours.
Final assessment	Pass
Department	Management and Business department, room 703 (library block), Web page: https://www.kmib.hneu.edu.ua
Lecturer	Nazarov Nikita Konstantinovich, PhD, Associate Professor
Contacts of lecturer	Nazarov N. K.: nikita.nazarov@hneu.net
Study days	Nazarov N. K.: due to timetable
Consultations	At the Management and Business Department, off-line, due to timetable of consultations, individual, chat on PNS

The purpose of the discipline is the formation of complex theoretical knowledge and practical skills for development and implementation of personnel policy in modern organizations, rational selection of employees for positions and the formation of an effective workforce.

Structural and logical scheme of studying an academic discipline

Prerequisites for learning	Postrequisites for learning
Organization theory	Comprehensive training
Finance	
Higher mathematics	

Content of the academic discipline

Content module 1: Foundations of organizational behavior

Theme 1. Conceptual basis of organizational behavior

Theme 2. Foundations of individual behavior

Theme 3. Attitude and job satisfaction

Theme 4. Conceptual basis of delegation process

Theme 5. Foundations of group behavior

Content module 2: Theoretical and practical basis of personnel management

Theme 6. Remuneration systems in personnel management

Theme 7. Motivation: from concepts to applications

Theme 8. Business communications and correspondence

Theme 9. Workforce planning

Material and technical support (software) of the discipline

Multimedia Projector, S. Kuznets KhNUE Personal Learning Systems, ZOOM

Learning forms and methods

The system of assessment of the formed competencies takes into account the types of classes, which include lectures, seminars, practical classes, as well as independent work.

Assessment of the formed competencies of students is carried out according to the accumulative 100-point system. Current control, which is carried out during the semester during practical (seminar) classes and independent work is assessed by the sum of points scored.



The maximum possible number of points for the current and final control during the semester - 100 and the minimum possible number of points - 60.

Current control includes the following control measures: tasks by topics; current control works; presentations on topics and essay.

More detailed information on the assessment and accumulation of points in the discipline is given in the work plan (technological card) of the discipline.

More detailed information on the system of evaluation and accumulation of points for the academic discipline is provided in the Working plan for the academic discipline.

Policies of the academic discipline

The teaching of the discipline is based on the principles of academic integrity. Violations of academic integrity include: academic plagiarism, fabrication, falsification, write-off, deception, bribery, or biased evaluation. For violation of academic integrity, students are brought to the following academic responsibility: re-assessment of the relevant type of educational work.

More detailed information about competencies, learning outcomes, teaching methods, assessment forms, independent training is given in the Syllabus (working plan) of the educational discipline.