Description: Human Resource Practice

<table>
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<th>Subject</th>
<th>Cat-Nbr</th>
<th>Class</th>
<th>Term</th>
<th>Mode</th>
<th>Units</th>
<th>Campus</th>
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<td>14216</td>
<td>2, 2002</td>
<td>ONC</td>
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Academic Group: FOBUS
Academic Org: FOB003
HECS Band: 2
ASCED Code: 080303

STAFFING
Examiner: Jim McDonald
Moderator: Ronel Erwee

PRE-REQUISITES
Pre-requisite: MGT 1001 and STA 2300

SYNOPSIS
This is the capstone course in the human resource management specialisation. Students undertaking the course will explore contemporary issues in human resource management or organisational behaviour using appropriate investigative techniques to develop practical projects. Assessment for internal students will include an applied consulting project conducted by a group of students. For external students, the assessment will also be based on a project. External students may also work in groups of up to five students, but must submit an individually written report. This course is limited to students in the final year of their human resource management major. Students are required to conduct original primary research or conduct a research review.

OBJECTIVES
On successful completion of this course students should be able to:

- design and implement a practical human resource project
- apply analytical techniques in human resource consulting
- prepare and evaluate a project report

TOPICS

<table>
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<tr>
<th>Description</th>
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<tr>
<td>1. Introduction to human resource research projects in organisations</td>
<td>5.00</td>
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2. The need for human resource projects in organisations 5.00
3. The conduct of systematic research - choosing a paradigm 5.00
4. Human resource information - finding and managing the data for the project 5.00
5. Designing a practical project 10.00
6. Collecting information - literature searching, research review and secondary data 10.00
7. Collecting information - surveys and questionnaires 10.00
8. Collecting information - qualitative data and interviewing 10.00
9. Information processing - quantitative or statistical analysis 10.00
10. Information processing - qualitative or content analysis 10.00
11. Writing and presenting the project report 15.00
12. Evaluation of research projects in organisations 5.00

TEXT and MATERIALS required to be PURCHASED or ACCESSED:
Books can be ordered by fax or telephone. For costs and further details use the 'Book Search' facility at http://bookshop.usq.edu.au by entering the author or title of the text.


REFERENCE MATERIALS
Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

Students may also need to have access to a software package for statistical analysis such as PACE 2000, SPSS or Excel, if their project includes quantitative analysis.

((for Students doing quantitative projects))

STUDENT WORKLOAD REQUIREMENTS

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS</th>
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<tr>
<td>Assessment</td>
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<td>Directed Study</td>
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<td>Private Study</td>
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ASSESSMENT DETAILS

<table>
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<tr>
<th>Description</th>
<th>Marks Out of</th>
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<tr>
<td>PROPOSAL</td>
<td>20.00</td>
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<tr>
<td>WRITTEN REPORT</td>
<td>80.00</td>
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<td>PRESENTATION</td>
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OTHER REQUIREMENTS

1. Students must obtain a pass in each piece of summative assessment in order to pass the course. This means at least 50% on the proposal, at least 50% on the presentation (internals) and at least 50% on the final report. This means that you cannot fail on one piece of summative assessment and make up on another. Final grades for the unit will be determined by the addition of the marks obtained in each assessment item, weighted as in the Assessment Details. To be assured of a B grade students will be required to obtain an overall mark of 65%. To be assured of an A grade students will be required to obtain an overall mark of 75%. To be assured of an HD grade students will be required to obtain an overall mark of 85%.

2. All students must submit their data with their project. Provision of the data is a requirement for passing the course. Further details are in the Introductory Book.

3. Students who are conducting research, (that is, NOT doing a research review) MUST submit a letter from an authorised member of the organisation in which the research is being conducted. This letter must indicate that the authorised person is aware that the project is being conducted, that it has been approved by the organisation, and that if necessary the Course Leader can contact that authorised person to check that the research has been conducted as claimed by the student. Any survey that is conducted should follow the requirements of Section 6.5 in the University Calendar. These requirements are noted in the Introductory Book and specific guidelines and training for sampling, collecting information with surveys, questionnaires and interviews are detailed in Modules 5 to 8 in the Study Book. Students employing quantitative methodologies such as a questionnaire and/or interview protocol should obtain ethical clearance prior to using these instruments. The details for obtaining ethical clearance are outlined in the introductory book.

4. Students are advised that for this course, any evidence of copying between students (except for sections Methods and Results which can be identical between group members) may result in each student involved in copying failing the entire course. Additionally, any evidence of students copying from reports from previous years will have the same outcome, as will any evidence of students plagiarising from references, or from MGT3002 Organisational Change and Development projects or any other sources.

5. The due date of an assignment is the date by which a student must despatch the assignment to the university and is normally that defined in the relevant course specification. The onus is on the student to provide, if requested, proof of date of despatch.

6. Students should organise their affairs to ensure that they meet due dates for all assignments.
Students must retain a copy of all assignments which must be provided if/when required by the Course Leader.