

Hybrid Diploma in Human Resource Management

August 2022

Thursdays - 6:30pm to 9:30pm

Month	Day	Content
August	11	Definitions and key activities of human resource management (HRM)
	18	Individual and group behaviour
	25	Managing team development
September	01	Performance planning, objective setting, evaluation, and management. Motivation and leadership
	08	Strategic human resource and employment planning
	15	Job analysis, design, and specification setting. Recruitment, selection, and probation.
	22	Retention, training & development, training needs analysis
	29	Grievance and disciplinary processes.
October	06	Reward and benefits management and compensation administration.
	13	Organisational career management
	20	Employee relations - culture, arbitration, negotiations

****Please note this is a provisional timetable and subject to change.***

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