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Mathis/Jackson's Human Resource Management, 13th Robert L. Mathis, John H. Jackson, 2010-10-12 Study more effectively and improve your performance at exam time with this comprehensive guide Written to work hand in hand with HUMAN RESOURCE MANAGEMENT 13th Edition this user friendly guide includes a wide variety of learning tools to help you master the key concepts of the course *Human Resources Management and Ethics* Ronald R. Sims, Sheri K. Bias, 2021-01-01 Human Resources Management and Ethics Responsibilities Actions Issues and Experiences explores and provides an in depth look at the responsibilities actions issues and experiences related to HRM and ethics for individual employees organizations and the broader society Like other departments in the broader organization HRM professionals will need to increasingly demonstrate how they contribute to an organization's ethical orientation and overall performance or success While the ethical challenges trends and issues impacting employees organizations and HRM professionals will continue to change over the years consider the recent ethical challenges related cybersecurity and data breaches the bottom line of organization success is the clear reality that doing the right thing or institutionalizing an ethical culture or character is just as important to various stakeholders The chapters in this book provide an updated current and future look at the relationship between HRM and ethics and across various sectors or organizations i e public private not for profit academic etc That is this book discusses the ever evolving role of HRM professionals to include discussion of how the profession continues to take on more responsibility for developing and institutionalizing an ethical culture in their organizations

industries and the broader society The book also contributes to the need for ongoing dialogue discussion or insights offered by HRM experts on what HRM professionals and their organizations can do in the face of ethical expectations challenges and scandals In the end the book is intended to increase our understanding of the ethical responsibilities actions issues and experiences that arise both within HRM and in HRM s interactions with individuals and organizations

Diploma in Human Resource Management Practice - City of London College of Economics - 12 months - 100% online / self-paced City of London College of Economics, Overview In this diploma course you will deal with all aspects of Human Resource Management Practice Content Human Resource Management Human Resource Processes Work and Employment Organizational Behaviour Organization Design and Development People Resourcing Performance Management Learning and Development Rewarding People Employee Relations Health Safety and Employee Well being HR Policies Procedures and Systems Example of Employee Engagement and Commitment Survey Example of Performance Management Survey Example of Reward Survey Learning and Development Activities and Methods Duration 12 months Assessment The assessment will take place on the basis of one assignment at the end of the course Tell us when you feel ready to take the exam and we ll send you the assignment questions Study material The study material will be provided in separate files by email download link

Meeting the Challenge of Human Resource Management Vernon D. Miller, Michael E. Gordon, 2014-07-11 While communicating is a vital skill for managers at all organizational levels and in all functional areas human resource managers are expected to be especially adept communicators given the important interpersonal component of their roles Practitioners and scholars alike stand to benefit from incorporating an updated and more nuanced view of communication theory and practice into standard human resource management practices This book compiles readings by thought leaders in human resource management and communication exploring the intersection of interests theories and perspectives from the two fields to highlight new opportunities for research and practice In addition to covering the foundations of strategic human resource management the book offers a critical review of the research literature on topics including recruitment selection performance management compensation and development uses a communication perspective to analyze the impact of corporate strategy on human resource systems investigates the key human resource management topic of the relationship between a company s human capital and its effectiveness directly discusses the implications of communication literature for human resource management practice Written at the cross section of two established and critically linked fields this book is a must have for graduate human resource management and organizational communication students as well as for high level human resource management practitioners

Applying MBA Knowledge and Skills to Healthcare Reza Nassab, Vaikunthan Rajaratnam, Michael Loh, 2017-11-22 Clinicians increasingly need a firm grasp of the fundamental principles of business management finance and related subjects Even so business disciplines are still rarely taught during medical training while busy practices and complicated accounting tasks mean that gaining business acumen on the job is impractical for many As a

result increasing numbers of clinicians learn the skills they need by taking an MBA Masters in Business Administration While an MBA may be the answer for some the formidable costs and time commitment it demands leave many busy practitioners seeking more accessible options This book provides a readable tightly organised alternative a primer on MBA principles and their practical application Twelve compact carefully structured modules cover the entire gamut of a business education from basic finance and accounting principles to strategic management methods and leadership theories Unlike some similar texts this book is designed to be light in tone easy to read and digest and thoroughly practical Busy clinicians academic surgeons administrative physicians and other healthcare professionals will find this an invaluable resource in understanding the core principles of business management Allied medical professionals and nurses will also find it useful as will interview candidates who increasingly face management questions as part of selection processes An invaluable resource in understanding the core principles of business management and in learning how to apply them For busy clinicians the value proposition is enormous in terms of the knowledge gained versus the amount of reading required to capture what the authors have so capably managed to distill between the covers The authors have done a remarkable task in capturing the latest concepts and thinking in the business management arena and the essence of an entire MBA education and customise it for healthcare professionals A delight From the Foreword by B Sonny Bal *Managing Human Capital in Today's Globalization* Heru Susanto, Fang-Yie Leu, Chin Kang Chen, Fadzliwati Mohiddin, 2019-10-23 This book explores important issues in human capital in human resource management as it relates to management information systems MIS It highlights how management information systems are implemented and the potential for employee resistance offering behavioral strategies to involve employees in adopting effective MIS and in overcoming resistance during change The authors also look at the available research that focuses on the changing skills requirements of employees in the context of both MIS perspectives and HRM perspectives They address how current trends have evolved into a hyper emerging market of competitive advantage and fast changing environments toward globalization The authors also address workforce planning and management systems strategic human resource management re engineering work processes for improved productivity work force diversity the integration of MIS HRIS and employee involvement human resource globalization and MIS implications the impact of digital technology on decentralized work sites organizational continuous improvement programs BUKU MANAJEMEN SUMBER DAYA MANUSIA Yulianah, S.E., M.M., Penulis Yulianah S E M M ISBN 978 623 500 999 5 Halaman vi 158 Ukuran 15 5 x 23 Tahun terbit 2025 Sinopsis Dalam era globalisasi dan persaingan bisnis yang semakin ketat sumber daya manusia SDM menjadi aset paling berharga bagi organisasi Keberhasilan suatu organisasi sangat bergantung pada kualitas dan pengelolaan SDM yang efektif Manajemen Sumber Daya Manusia MSDM hadir sebagai disiplin ilmu dan praktik yang berfokus pada pengelolaan aspek manusia dalam organisasi untuk mencapai tujuan tujuan organisasi secara efektif dan efisien MSDM bukan lagi sekadar fungsi administratif yang mengurus gaji dan absensi Dalam lanskap bisnis yang dinamis dan kompetitif

saat ini MSDM telah bertransformasi menjadi mitra strategis yang krusial dalam mencapai tujuan organisasi Perannya meluas mencakup perencanaan tenaga kerja pengembangan karyawan manajemen kinerja kompensasi dan benefit serta hubungan industrial yang semuanya dirancang untuk mendukung strategi bisnis secara keseluruhan MSDM sebagai sebuah fungsi dalam organisasi tidak berdiri sendiri la berinteraksi dan memanfaatkan prinsip serta konsep dari berbagai disiplin ilmu lain untuk mencapai tujuannya yaitu mengelola sumber daya manusia secara efektif dan efisien demi tercapainya tujuan organisasi

Integrating Business Management Processes Titus De Silva, 2020-08-18 Integrating Business Management Processes Volume 2 Support and Assurance Processes 978 0 367 48548 1 Shelving Guide Business Management The backbone of any organisation is its management system It must reflect the needs of the organisation and the requirements of its customers Compliance with legal requirements and ethical environmental practices contributes towards the sustainability of the management system Whatever the state of maturity of the management this book one of three provides useful guidance to design implement maintain and improve its effectiveness This volume provides a comprehensive coverage of the key support and assurance processes Topics include document control communication marketing information systems and technology human resource management training and development customer relations management financial management and measurement and analysis to name a few This book with its series of examples and procedures shows how organisations can benefit from satisfying customer requirement and the requirements of ISO standards to gain entry into lucrative markets Titus De Silva is a consultant in management skills development pharmacy practice quality management and food safety and an advisor to the newly established National Medicines Regulatory Authority NMRA in Sri Lanka

Strategic Human Resource Management in the Hospitality Industry: A Digitalized Economic Paradigm Kankaew, Kannapat, 2023-03-13 Human resources are critical within organizations particularly in the modern world where technology can be acquired to produce the same quality of products Today in the context of the digitalized economy hospitality organizations must ensure their human resources are evolving with the times to remain competitive Strategic Human Resource Management in the Hospitality Industry A Digitalized Economic Paradigm discusses strategic human resource management in the hospitality industry and sheds light on every aspect of human resource management in the hospitality industry globally such as from selection recruitment training and development performance management compensation and benefit and employee retention Covering key topics such as technology integration leadership and tourism this reference work is ideal for industry professionals managers business owners administrators policymakers researchers academicians scholars instructors and students

Essential Business Skills for Social Work Managers Andrew J. Germak, 2014-11-13 Many social workers find themselves in management positions within a few years of graduating from MSW programs Most of these jobs are in nonprofit human service organizations in which increasingly business acumen is necessary to maintain grants and donations start new programs market services to clients supervise the finance function and understand the external environment This book

teaches MSW students and early stage social work management practitioners the essential business skills needed to manage programs and organizations to improve their overall management toolkit for finding a better job or getting promoted and ultimately to gain parity with other managers holding MBA degrees and working in the human service space This text can serve as a desk reference for managers to troubleshoot various situations It is also appropriate for social work macro practice courses at the undergraduate and graduate levels as well as courses that cover human resource management and financial management Human Resource Management: Essential Perspectives Robert L. Mathis, John H.

Jackson, 2011-06-16 Discover the information most important for today's successful HR professional with the practical HR concepts and proven HR practices highlighted in HUMAN RESOURCE MANAGEMENT ESSENTIAL PERSPECTIVES 6th Edition Recognized authors Robert Mathis and John Jackson have condensed the best from their market leading HUMAN RESOURCE MANAGEMENT 13th Edition to bring you a concise essentials text that's easy to use and an economical choice This edition reviews today's most important laws and regulations and addresses the information most often used by human resource professionals The authors focus on the coverage most important for students preparing for HR certification exams with a solid introduction to HR concepts and practices that are applicable for practicing HR professionals in numerous industries Chapter openers place concepts in a strong managerial context clearly highlighting the importance and impact of the principles students are learning Timely Internet resources and additional readings offer clear guidelines for those interested in further HR study Focus on the best in human resource management with HUMAN RESOURCE MANAGEMENT ESSENTIAL PERSPECTIVES 6th Edition Important Notice Media content referenced within the product description or the product text may not be available in the ebook version Advances in Business, Management and Entrepreneurship Ratih

Hurriyati, Benny Tjahjono, Ikuro Yamamoto, Agus Rahayu, Ade Gafar Abdullah, Ari Arifin Danuwijaya, 2020-01-06 The GCBME Book Series aims to promote the quality and methodical reach of the Global Conference on Business Management Entrepreneurship which is intended as a high quality scientific contribution to the science of business management and entrepreneurship The Contributions are the main reference articles on the topic of each book and have been subject to a strict peer review process conducted by experts in the fields The conference provided opportunities for the delegates to exchange new ideas and implementation of experiences to establish business or research connections and to find Global Partners for future collaboration The conference and resulting volume in the book series is expected to be held and appear annually The year 2019 theme of book and conference is Creating Innovative and Sustainable Value added Businesses in the Disruption Era The ultimate goal of GCBME is to provide a medium forum for educators researchers scholars managers graduate students and professional business persons from the diverse cultural backgrounds to present and discuss their researches knowledge and innovation within the fields of business management and entrepreneurship The GCBME conferences cover major thematic groups yet opens to other relevant topics Organizational Behavior Innovation Marketing

Management Financial Management and Accounting Strategic Management Entrepreneurship and Green Business

International Project Management, Volume I Hamid Doost Mohammadian, 2019-03-20 The book shows the most effective way of balancing the fundamental pillars assisting the modern day manager by handling a dynamic constantly adjusting workplace which easily adapts to all challenges and changes It was written by an international management professor and technology expert speaking directly to managers and engineers about the four dimensions of international project management people value engineering and multinational cooperation International Project Management will bridge the gap of knowledge and highlight the modern and effective findings related to international project management value engineering and multinational cooperation The author teaches about specifics of international project management and he defines what exactly a project should contain sharing personal examples as well as models that include all the required steps to reach the set goals Readers will be able to immediately implement these skills into work find the motivation to move forward and have confidence easily manage and complete tasks

Manajemen Sumber Daya Manusia Netania Emilisa, Egabetha Amirah YP, Prastiyo Diatmono, Wiwik Robiatul Adawiyah, Dita Oki Berliyanti, Sarfilianty Anggiani, Sri Suhartanta, B. Medina Nilasari, Beta Oki Baliartati, Retno Sari Murtiningsih, Deasy Aseanty, Mohammad Yahya Arief, Evi Nilawati, Tiarapuspa Tiarapuspa, 2025-11-11 Buku Manajemen Sumber Daya Manusia Untuk Kemajuan Organisasi membahas konsep dasar MSDM yang menempatkan karyawan sebagai aset strategis dalam mencapai tujuan perusahaan Materinya meliputi pengertian tujuan serta fungsi MSDM modern yang berfokus pada efektivitas organisasi Pembaca diperkenalkan pada proses perencanaan kebutuhan tenaga kerja rekrutmen seleksi orientasi penempatan dan retensi untuk mengelola kompetensi secara tepat Selain itu buku ini menjelaskan pentingnya pelatihan dan pengembangan perencanaan karier serta manajemen talenta dalam menghadapi persaingan dan perubahan lingkungan kerja Bagian lain membahas penilaian kinerja sistem kompensasi motivasi dan kepuasan kerja sebagai faktor penentu produktivitas Buku ini juga mengulas kepemimpinan manajemen tim hubungan industrial budaya organisasi serta strategi perubahan Di era digital pembahasan teknologi digitalisasi dan HR analytics menjadi nilai tambah bagi pengambilan keputusan Buku ini cocok bagi mahasiswa praktisi dan organisasi yang ingin meningkatkan daya saing

Manajemen Sumber Daya Manusia : Dasar-Dasar MSDM Yusuf Arifin, Gia Rizky, Iwan Adhichandra, H. Farid Riadi, Agus Siswanto, 2024-08-28 Buku Referensi Manajemen Sumber Daya Manusia Dasar dasar MSDM merupakan panduan komprehensif yang membahas konsep dasar dan praktik manajemen sumber daya manusia dalam organisasi Dimulai dengan pengertian ruang lingkup sejarah dan perkembangan MSDM buku ini juga menjelaskan peran serta fungsi utama MSDM dalam mencapai tujuan organisasi Bab selanjutnya mengulas perencanaan SDM termasuk strategi rekrutmen dan seleksi yang efektif untuk memastikan organisasi mendapatkan kandidat yang tepat Selain itu buku ini menekankan pentingnya pengembangan karyawan melalui pelatihan dan manajemen kinerja untuk meningkatkan kompetensi dan produktivitas Bagian berikutnya membahas sistem kompensasi dan tunjangan menguraikan komponen

struktur serta evaluasi kompensasi yang adil dan kompetitif untuk memotivasi karyawan Bab terakhir fokus pada hubungan industrial dan kesehatan kerja K3 menyoroti pentingnya hubungan harmonis antara manajemen dan karyawan serta penerapan kebijakan K3 untuk menciptakan lingkungan kerja yang aman dan sehat Dengan pendekatan praktis dan pembahasan mendalam buku ini sangat cocok bagi mahasiswa praktisi dan profesional yang ingin mengembangkan keahlian dalam MSDM

Legal and Regulatory Issues in Human Resources Management Ronald R. Sims, William I. Sauser, 2014-10-01 This edited book is intended to address the need for an updated look at the HRM legal and regulatory environment Contrary to existing books which address legal issues in HRM from a narrower focus or specific issue like sexual harassment performance appraisal or employment termination this book provides a comprehensive and in depth look at legal issues regulations and laws which govern all aspects of human resource management recruitment selection placement performance management i e employee training and development benefits and compensation and specific issues such as job analysis sexual harassment and the like The contributors to this book offer their insight derived from their own research and practical experience with the HRM legal and regulatory environment world of work More specifically the contributors examine analyze and discuss challenges issues and opportunities related to HRM legal and regulatory issues and the implications for employees and their organizations while emphasizing the importance of navigating such laws and regulations to the employment cycle and toward sustainable competitive advantage in today s and tomorrow s organizations

Manajemen Sumber Daya Manusia Haris Padilah, Loso Judijanto, Muzayyanah Yuliasih, Tadius Tadius, Ika Pratiwi, Sarlianus Poma, Pristanto Ria Irawan, Prastiyo Diatmono, 2025-10-16 Buku Manajemen Sumber Daya Manusia Teori Konsep dan Implementasi membahas pentingnya manusia sebagai aset utama organisasi Bagian awal menyoroti perbedaan MSDM dengan manajemen tradisional serta perlunya pendekatan humanis yang ramah dan berkelanjutan Pembaca diperkenalkan pada konsep dasar MSDM sebagai fondasi pengelolaan tenaga kerja yang profesional Selanjutnya dijelaskan peran strategis MSDM dalam organisasi modern meliputi dukungan terhadap pengembangan pengelolaan tenaga kerja dan keberlanjutan organisasi Analisis serta perancangan pekerjaan juga dibahas melalui perspektif POAC planning organizing actuating controlling untuk menunjukkan bagaimana MSDM mendukung efektivitas organisasi Bagian berikutnya menguraikan perencanaan SDM mencakup analisis kebutuhan ketersediaan pengadaan hingga retensi dan motivasi karyawan Proses rekrutmen dan seleksi dipaparkan secara rinci dengan contoh kasus nyata di Indonesia Buku ini juga membahas pendidikan pelatihan dan pengembangan SDM sebagai strategi meningkatkan kompetensi tenaga kerja Aspek manajemen kinerja pembinaan penilaian serta kompensasi dan tunjangan berbasis MSDM dipaparkan secara jelas Dengan penyajian teori konsep dan praktik buku ini menjadi referensi penting bagi mahasiswa peneliti dan praktisi untuk memahami serta mengelola SDM secara efektif profesional dan sesuai tuntutan global

MANAJEMEN SUMBER DAYA MANUSIA Ratna Koba Susanti, Muhammad Yahya Arief, Loso Judijanto, Rooswita Santia Dewi, Firman Rusliawan, 2025-08-07 Buku

Manajemen Sumber Daya Manusia Teori Konsep dan Implementasi ini membahas secara komprehensif berbagai aspek penting dalam pengelolaan tenaga kerja di organisasi modern Disusun dalam lima bagian utama buku ini menguraikan konsep dasar MSDM mencakup pengertian tujuan fungsi ruang lingkup serta prinsip prinsip dan pendekatan yang mendasarinya Selain itu pembaca diajak memahami bagaimana peran MSDM berkembang menjadi fungsi strategis yang terintegrasi dengan tujuan bisnis MSDM kini tidak hanya mengelola administrasi karyawan tetapi juga menjadi mitra utama dalam mendorong inovasi manajemen perubahan dan penciptaan budaya kerja yang adaptif di era global dan digital Bagian berikutnya mengulas secara praktis proses perencanaan SDM strategi rekrutmen dan seleksi serta metode pelatihan dan pengembangan yang efektif Evaluasi pelatihan dan strategi peningkatan kompetensi juga dibahas untuk menunjang pertumbuhan organisasi Buku ini menekankan pentingnya kepemimpinan dan budaya kerja yang positif sebagai fondasi keberhasilan manajemen SDM Ditulis dengan pendekatan teoritis dan aplikatif buku ini menjadi referensi ideal bagi mahasiswa akademisi praktisi HR dan para pemimpin organisasi yang ingin menerapkan manajemen SDM secara efektif strategis dan berkelanjutan

PHR and SPHR Professional in Human Resources Certification Complete Study Guide Sandra M. Reed, 2019-04-30 The 1 book for the leading HR certifications aligned with the updated HRBoK™ PHR and SPHR certifications offered by Human Resources Certification Institute HRCI have become the industry standard for determining competence in the field of human resources Developed by working professionals the PHR and SPHR credentials demonstrate that recipients are fully competent HR practitioners based on a standard set by workforce peers Offering insights into those areas of knowledge and practices specific and necessary to human resource management HRM this study guide covers tasks processes and strategies as detailed in the updated A Guide to the Human Resource Body of Knowledge™ HRBoK™ The study guide breaks down the critical HR topics that you need to understand as you prepare for the exams PHR SPHR Professional in Human Resources Certification Study Guide Fifth Edition is the ideal resource for HR professionals seeking to validate their skills and knowledge acquired through years of practical experience as well as for a relative newcomer to the HR field looking to strengthen their resume In this edition of the top selling PHR SPHR study guide you ll find a practical review of all topics covered on the exams as well as study tools designed to reinforce understanding of key functional areas Strengthen the skills you learn with a year of FREE access to the Sybex online learning environment complete with flash cards and practice quizzes to prepare you for exam day Business Management and Strategy Workforce Planning and Employment Compensation and Benefits Human Resource Development and more If you re preparing for these challenging exams this is the trusted study guide that ll help you perform your best

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