

Kainan University Department of Business Administration and Entrepreneurial Management

Syllabus for Fall 2007

semester (fall/spring) year

Course Code No.	Course Title	Instructor	Subject	Level of Course	Credits	Hours per Week
1210M1050	Chinese: 組織與人力資源管理	S. C. Shen	<input checked="" type="checkbox"/> required <input type="checkbox"/> elective	Year: 1 st yr Class: Graduate School	3	3
	English: Organization and Human Resource Management	Course Prerequisites	Business Management			
Teaching Goals and Content	1. Research how to effectively manage and arrange human resources in organizations. 2. Emphasize on both theory introduction and practices. 3. Enable those who are interested in pursuing further study to have basic knowledge and understand where and how to acquire related materials.					
Teaching Methods	<input checked="" type="checkbox"/> lectures <input type="checkbox"/> practical training <input checked="" type="checkbox"/> discussion <input checked="" type="checkbox"/> question-and-answer <input type="checkbox"/> other (details _____)					
Grading and Evaluation Criteria	midterm <u>35</u> % final <u>35</u> % class participation <u>20</u> % other <u>10</u> % (details <u>quizzes</u> _____)					
Textbooks	<p>(author, title, edition, publisher, place of publication, year of publication, pages covered)</p> <p>Text Books:</p> 3. Bohlander S. Snell, "Fundamentals of Management Human Resources", Tomson Learning, 2005, P.1-P.455 4. Robbins Stephen P. "Organizational Behavior", Prentice Hall, Upper Saddle River, N.J. 2003, 10th Edition, P. 554-P. 612 5. Garth R.Jones.原著 楊仁壽等合譯 組織理論與管理 培生教育出版集團 2004年版, P. 76-P.536 6. R. Wayne Mondy, Robert M. Nae. "Human Resource Management", Prentice Hall, 2005, 9 th Edition, P. 358-P.446 <p>Reference:</p> 1. 榮泰生著, 「組織行為」五南圖書出版公司 民國 90 年初版二刷 2. 李長貴著, 「組織行為」華泰文化公司 1998 年初版 3. Gary Dessler "Human Resource Management" 方世榮編譯 「現代人力資源管理」, 華泰文化公司 2001 年 8 版 4. 石銳著, 「人力資源管理與職涯發展」揚智文化公司 2003 年初版 5. DeNisi, Griffin "Human Resource Management" Houghton Mifflin Company, 2001 (高立圖書代理) 6. Wagne F. Caseio "Managing Human Resources" 6 th Edition, McGraw Higher Education International Edition 2003 (華泰文化公司代理)					
Course Description (including outline and course schedule):						



課務組 郭惠嫻 辦事員

課務組
96.9.14
收文章

WK 1	Traditional Organization Design(傳統的組織設計)
WK 2	Dynamics of Organizational Principles(動態的組織原則)
WK 3	The Historical Evolution of Organizational Forms(組織形態之演進)
WK 4	Group Behaviors and Informal Organization(群體行為與非正式組織)
WK 5	Role Stress Management(角色壓力管理)
WK 6	Conflicts and Negotiation(衝突管理)
WK 7	Organization and Leadership(組織與領導)
WK 8	Communication(有效的溝通)
WK 9	~Mid-term Exam~
WK 10	Basic Motivation Concepts(動機之研究)
WK 11	General Strategies of Morale(士氣之提昇)
WK 12	Human Resource Planning in Organization(人力資源之規畫)
WK 13	Selection Practices(人員之遴選)
WK 14	Training and Development Programs(人力資源之訓練與發展)
WK 15	Individual Difference and Job Assignment(個別差異與工作指派)
WK 16	Managers Training and Development(管理人員之訓練與發展)
WK 17	Knowing People(知人之道)
WK 18	~Final Exam~

Instructions:

- Teachers should fill out this form before the semester begins. After it has been verified by the curriculum committee, the original should be given to the office of curriculum planning and a copy to the head of the department to which the course belongs. In addition, the teacher should explain this syllabus to students at the beginning of a semester.
- This form was approved by the curriculum committee on April 23, 2002.

Jyh-Liang Vincent Guan

signature of the convener of the curriculum committee

Shun-Chih Shen

signature of the teacher

