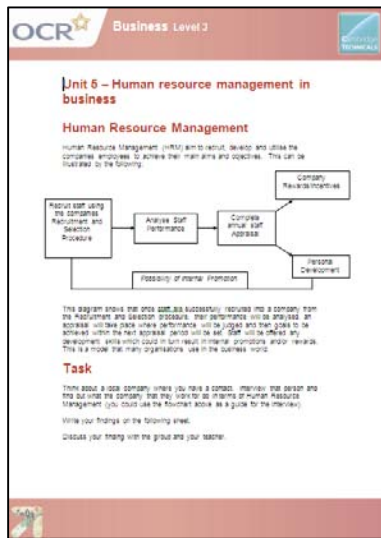


Unit 5 – Human resource management in business

Human Resource Management

Instructions and answers for Teachers

These instructions should accompany the OCR resource ‘Human Resource Management’ which supports the OCR Level 3 Cambridge Technicals in Business Unit 5 – Human resource management in business.



The screenshot shows the OCR resource 'Human Resource Management'. It includes a flowchart with the following steps: 'Recruit staff using the company Recruitment and Selection Procedure' leads to 'Assess staff performance', which leads to 'Compare staff performance'. From 'Compare staff performance', arrows point to 'Company Recruitment/Selection', 'Person Development', and 'Assessing of internal promotion'. Below the flowchart, there is a paragraph of text and a 'Task' section.

Associated Files:
Human Resource Management

Expected Duration:
Task - approx 2 hours

This activity will give learners the opportunity to develop their understanding of Human Resource Management and how this is applied in real life companies. Once learners have carried out their interviews, the results could be discussed as a group and learners could compare how different companies manage human resources.



This activity offers an opportunity for English skills development.

LESSON Elements

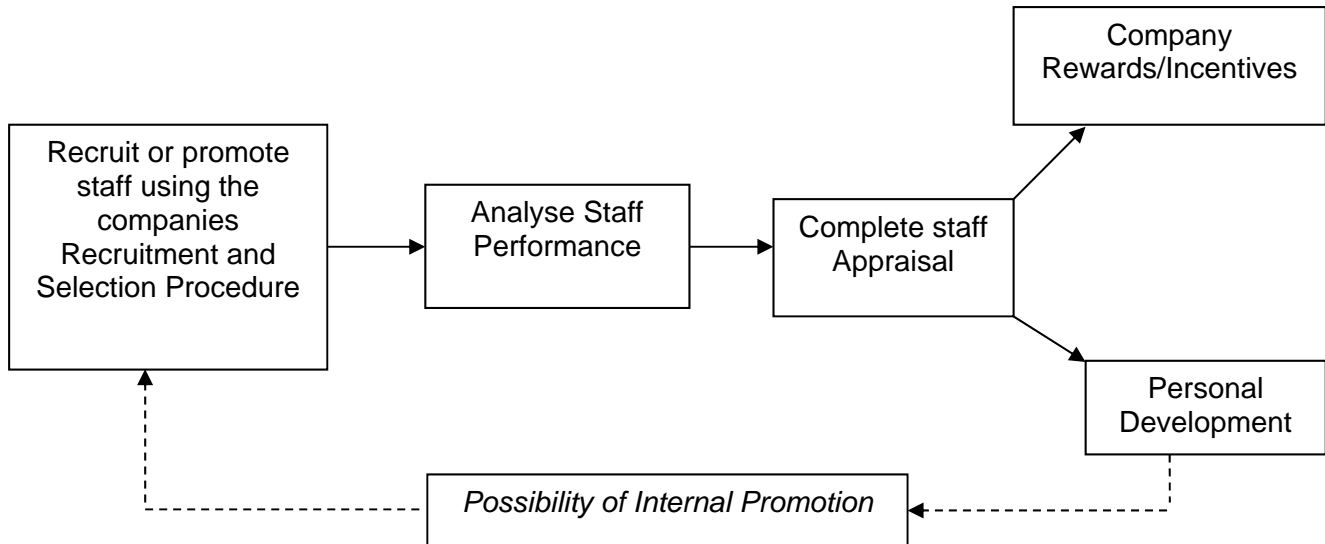
The building blocks you need to construct informative and engaging lessons

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Human Resource Management (HRM) aim to recruit, develop and utilise the employees to achieve the company’s main aims and objectives. This is illustrated by the following:



This diagram shows that once staff are successfully recruited into a company from the Recruitment and Selection procedure, their performance will be analysed, an appraisal will take place where performance will be judged. Goals to be achieved within the next appraisal period will then be set and agreed. Staff will be offered any development skills which could in turn result in internal promotions and/or rewards. This is a model that many organisations use in the business world.

Task

Think about a local company where you have a contact. Interview that contact and find out what the company that they work for do in terms of Human Resource Management (you could use the flowchart above as a guide for the interview). For example find out about the staff appraisal system or the recruitment and selection procedure.

Write your findings on the following sheet, including the key points from the discussion.

Discuss your finding with the group and your teacher.



Human Resource Management Company Research

Name of company:

Position of interviewee:

Summary of discussion:

Key points:

