

SYLLABUS

Operational Personnel Management 7.5 credits S0034A

Operativt personalarbete

Course syllabus admitted: Autumn 2022 Sp 1 - Present

**DECISION DATE
2022-02-11**

Operational Personnel Management 7.5 credits S0034A

Operativt personalarbete

First cycle, S0034A

Education level	Grade scale	Subject	Subject group (SCB)
First cycle	U G VG *	Sociologi	Sociology

Main field of study

Sociology

Entry requirements

In order to meet the general entry requirements for first cycle studies you must have successfully completed upper secondary education and documented skills in English language and completed at least 60 credits in the subject Psychology or Sociology, and completed the following courses with at least a passing grade; Employment Law (J0009N) 15 credits and Groups and Individuals in Working Life (S0028A) 7,5 credits, or equivalent.

Selection

The selection is based on 1-165 credits.

Examiner

Saila Piippola

Course Aim

After the course the student shall show knowledge of and be able to put into practice the ideas of personnel management, its applications and methods of working.

Contents

Personnel management is studied from the social psychological perspective with focus on the individual. The course includes theoretical and applied studies of personnel policies, organizational change, communication, crises and conflicts, coaching, motivational processes and investigation work in personnel management.

Realization

Each course occasion's language and form is stated and appear on the course page on Luleå University of Technology's website.

Lectures, field studies and seminars with mandatory attendance.

Examination

If there is a decision on special educational support, in accordance with the Guideline Student's rights and obligations at Luleå University of Technology, an adapted or alternative form of examination can be provided.

Seminars and Reports.

When applicable, if the written examination does not reach PASS at the first examination, a new opportunity to submit a revised version will be possible during two occasions the current year. In case the examination assignment still does not reach PASS, the student is assigned a new examination assignment the next time the course is given.

Remarks

Students must register to the courses themselves or contact the ETKS educational administration eduetks@ltu.se not later than three days after the quarter commences. Failure to do so can result in the place being lost. This also applies to the students with a place guarantee.

Overlap

The course S0034A is equal to S0067A

Literature. Valid from Autumn 2021 Sp 1

Edlund, Lena (2010) Etik i arbetslivet. En träningsbok för chefer och medarbetare. Malmö: Liber.

Heide, Mats, Johansson, Catrin & Simonsson, Charlotte (2012) Kommunikation i organisationer. Malmö: Liber second edition.

Larsen, Rolf-Petter (2002) Konflikter och oenigheter på arbetsplatsen. Lund: Studentlitteratur.

Ulfsdotter Eriksson, Ylva (2013) Personalvetenskap som förhållningssätt. Malmö: Liber

Articles may be added

Reference literature: Berglund, Tomas & Schedin, Stefan (red.) (2009) Arbetslivet. Lund: Studentlitteratur.

Lindmark, Anders & Önnevik, Thomas (2011) Human Resource Management Organisationens hjärta. Lund: Studentlitteratur.

Course offered by

Department of Social Sciences, Technology and Arts

Modules

Code	Description	Grade scale	Cr	Status	From period	Title
0006	Seminars	U G#	2.5	Mandatory	A16	
0007	Individual report	U G VG *	5	Mandatory	A16	

Study guidance

Study guidance for the course is to be found in our learning platform Canvas before the course starts. Students applying for single subject courses get more information in the Welcome letter. You will find the learning platform via My LTU.

Last revised

by Director of Undergraduate Studies Daniel Örtqvist, Department of Social Sciences, Technology and Arts 2022-02-11

Syllabus established

Established 2008-12-07 by the Department of Human Work Sciences.