

COURSE DESCRIPTIONS 科目簡介

COURSES FOR 4-YEAR UNDERGRADUATE PROGRAMMES

BUS1101 Introduction to Business (3 credits)

This course focuses on an integrated view of business with a regional emphasis. It aims to provide students with a comprehensive and balanced overview of the interwoven nature of basic business disciplines and concepts through action learning or service leadership through service-learning projects. Students will apply their learning to practice by doing real business on their own (action learning) or for a social enterprise (service leadership through service-learning). Topics to be explored include: analysis of Hong Kong's business environment, establishment of a business, creation of competitive advantages, development of a business plan, small business and entrepreneurship, business ethics and social responsibility, management of business functions and processes.

BUS2202 Organisational Behaviour (3 credits)

Organisational Behaviour is the study of what people do in an organisation and how their behaviour affects the organisation's performance. This course helps students understand human behaviour and its impacts with an aim to provide them with the conceptual tools needed to work more effectively in the workplace. Topics to be explored include: work-related behaviour, values, personality, perceptions, job satisfaction, motivation, stress management, team dynamics, leadership, power and influence tactics, conflict management, and cross-cultural dimensions of organisational behaviour. Ethical issues such as discrimination and sexual harassment are discussed throughout the course.

BUS4301 Strategic Management (3 credits)

(Prerequisite: Completion of all BBA Core Courses or permission of the Director of Undergraduate Business Programmes)

The course introduces students to the concept, theories, principles and techniques associated with Strategic Management. It is the capstone course in the programme that, in addition to familiarising students with new subject matter, requires them to apply their prior learning to various business issues of a strategic nature. Planning issues explored include the importance of the vision, mission and objectives, the nature of effective strategic leadership and decision making, frameworks for external and internal analysis, and functional, business, global and corporate strategies. Implementation addresses topics such as corporate governance and business ethics.

HRM2200 Human Resource Planning and Staffing (3 credits)

This course introduces students to fundamental concepts of human resource planning, and provides them with an understanding of the wide range of staffing activities within both commercial and industrial organisations. This course develops students' abilities to analyse and integrate the complex social, cultural and organisational factors influencing human resource planning and staffing in the Hong Kong context. The course will examine the process of human resource planning, linking human resource planning with strategic planning, job analysis and job design, recruitment and selection of employees. Ethical issues such as discrimination and equal opportunities are discussed under the topics of job advertisement, selection and staff movement.

HRM2203 Introduction to Human Resource Management (3 credits)

(Restriction(s): This course is not open to students who are doing a major or minor in Human Resource Management)

The course introduces students to fundamental concepts of human resource management, and provides them with an understanding of the wide range of human resource activities within both commercial and industrial organisations. The course will examine the major human resource management functions and activities of the business organisations in the Hong Kong context.

HRM3201 Performance and Compensation Management (3 credits)

(Prerequisite: BUS2202 Organisational Behaviour or other relevant course approved by the Head of the Department of Management)

This course familiarises students with the concepts of compensation management within the wider context of human resource management. It provides students with an understanding of the reward management process which includes pay survey, job evaluation, and the design of pay structure. Students will acquire basic data management techniques and recognize what are the factors that determine the pay levels and benefits of employees in the job market. Students will be aware of the problems related to performance management system and be able to give suggestions for improvement. The ethical concept of equal opportunity in compensation and performance management will be emphasised throughout the course.

HRM3202 Training and Development (3 credits)

(Prerequisite: BUS2202 Organisational Behaviour or other relevant course approved by the Head of the Department of Management.)

This course provides students with knowledge of the nature of the training and development function within organization and to facilitate students to perform an active role in the maximum utilisation of an organisation's most valuable resource – its people. Topics to be explored include: managing the training and development department, systematic approaches to develop training programmes, employee development and the future of human resource development. Ethical issues such as discrimination and equal opportunity are discussed throughout the course.

HRM3352 Leadership and Teamwork (3 credits)

This course investigates the issues of developing effective leadership and teamwork within organizations critical for their success: major ways to develop leadership; the nature of team and productive teamwork; the stages of team development; complexities of team processes and leadership in managing team performance, including communication, decision-making, conflict management, and team creativity; the nature of experiential learning and service-learning.

HRM3353 Quality and People (3 credits)

The course introduces to students the importance of people in managing business for quality. It also provides students with the basic concepts and practices of quality management and explores the need for managing business with a quality-oriented approach. The course will make use of a lot of current examples from organisations in both Hong Kong and overseas in expounding the importance of people in managing business for quality.

HRM3356 Japanese Management (3 credits)

The course broadens students' perspectives by studying Japanese management which is rather different from the Western system. This elective is designed to develop student's understanding of the myth of Japanese human resources management practices. Students will be exposed to a number of conceptual and theoretical issues, before critically examining the actual patterns of Japanese management practices. By the end of the course, students should be equipped with the necessary knowledge to explain the patterns of employment practices in contemporary Japan, understand their interaction and change over time, and appreciate how Japanese organisations manage their employment relations. The concept of ethical leadership, uses and abuses of corporate power in Japanese society and corporations will be emphasised.

HRM4350 Industrial Relations in Hong Kong (3 credits)

This course aims to provide students with an understanding of the theories and practices of industrial relations unique to the Hong Kong situations, and to familiarise students with the human resource processes and legal requirements necessary to create a positive legal-personnel system in the employing organisations in Hong Kong. The course will examine the industrial relations environment in Hong Kong, the roles of Government, employers' associations and unions in industrial relations, industrial conflicts and the influence of the law on human resources management. No prior academic knowledge of legal aspects of business is required.

HRM4351 Management of Innovation and Change (3 credits)

(Prerequisite: BUS2202 Organisational Behaviour)

This course provides students with principles for understanding, diagnosing and implementing organisational change and innovation. This includes examination of change agent abilities, the context, the process and the implementation choices of change. The course also examines the strategic role of leadership and Human Resource Management in creating climates of creativity suitable for the implementation of change and innovation strategies.

HRM4355 Current Issues in Organisations (3 credits)

The course is a free elective designed to focus on a selection of current organisational issues that are not covered in depth on other courses, such as emotional intelligence, psychological contracts, organisational citizenship, corporate citizenship, downsizing, and benchmarking. By nature, current organisational issues are subject to change and areas may be added or subtracted according to circumstances. No prior knowledge of organisational behaviour is required. Necessary background will be provided as topics are introduced.

HRM4358 Work and Organisation (3 credits)

(Prerequisite: BUS2202 Organisational Behaviour; or PSY3102 Exploring Psychology in Western and Chinese Cultures; or PSY3205 Social Psychology)

When entering the realm of work and organisation, people often hope to be given instant recipes for personal and organisational success, and quickly become disillusioned when simple and specific answers and advice are not forthcoming. This course focuses on two perspectives – the nature of work in organisational contexts, and the social and systemic characteristics of organisations. Students will become familiar with the nature of work within two major job categories – blue-collar work (e.g. manual labour) and white-collar work (e.g. managerial/administrative, marketing/sales) – and with experiences of workers

in different occupations. It aims at providing an understanding of organisations through in-depth analysis of topics such as knowledge work and knowledge management, roles and identities, gender and work, control and resistance, emotions in organisations, and relating to authority.

HRM4399 Special Topics in Human Resource Management (3 credits)

This course covers special topics in human resource management which are deemed important but are not currently addressed in courses in the human resource management programme. The course will examine the human resources management practices of work rules and schedules, career transitions and career development, employee protection and representations, safety and health management, international human resources management and the future of human resources management.

MGSL3001 Service Leadership Practicum (3 credits)

(from Summer Term, 2015-16)

(Prerequisite: Completion of any credit-bearing service-learning course at Lingnan or equivalent, plus meeting the requirements of a screening interview)

Service leadership involves serving society and/or contributing to well-being and development for others, by taking initiatives in collaboration with service recipients and other stakeholders, while also meeting the service leader's personal needs. This 3-credit bearing practicum enables each student to practice service leadership through service-learning under supervision, working full-time in a host community organization such as a social enterprise or non-governmental organization (NGO), over an 8 week period during the summer term. The practicum experience will be launched by a 12 hour-long briefing workshop, including input from OSL. There will be one day-long experience-sharing workshop in the middle of the practicum period, and another day-long plenary meeting at the end.

MGT2251 Effective Management (3 credits)

This course prepares students with a comprehensive introduction to effective management principles and conduct. It not only aims at providing students with an introduction to contemporary management concepts and skills, it also encourages students to put these concepts and skills into practice. Through the course, students are expected to improve their skills to manage their study and personal lives. In addition, they will be equipped with management competence and understanding of managerial ethics for their future career.