

# ***HUMAN RESOURCE MANAGEMENT: AN INTEGRATED APPROACH***

**by Michael L. Nieto**

## ***Introduction To Online Support***

Welcome to the changing world of HR and management.

The objective of this online support is to help you with your business course.

By using the materials provided you can improve your learning and understanding of Integrated HR. The good news is that all the materials you'll require to complete the work on these pages are in the book. *An Introduction to HRM: An Integrated Approach* is modern and different to many of the traditional books you may have looked at, so I hope you enjoy studying it. The materials are designed around student interests and requirements.

## ***Online Materials Based On Contemporary Researched Materials***

In this on-line supplement you'll find a user-friendly, yet academically rigorous HR course, for either HR or management students studying HR units, whether as part of a human resources specialist course, or as one element of other business/ management qualifications. One of the underlining philosophies of the book is that HR is adaptive and responsive to the organisational environment.

The approach encourages a situation specific outlook to the design and delivery of HR services, so you will find learning activities based on contemporary primary and secondary research with organisations.

## ***HR Is For All Organisations***

HR is not just for large organisations, so the materials included in the chapters reflect the differing needs of private, public and not-for-profit organisations and SME's (Small and medium size enterprises). I have also included studies and materials that reflect the diversity and global nature of the modern workplace.

### **Summary Of What *An Introduction to HRM: An Integrated Approach* Offers Teaching Staff And Students:**

- **A flexible learning programme** – *An Introduction to HRM: An Integrated Approach* can be used to provide a week-by-week scheme of work for modular HR courses. Alternatively, individual chapters can be used as stand alone units in business modules/units, which contain an HR section or selectively used to supplement existing HR modules/units.
- **Sub-sections in each chapter** – Are provided so that teaching staff can focus on particular aspects, if they so wish. Students can quickly find study subjects and use the sections to build projects and presentations, or prepare answers for examinations.
- **Reviewed by anonymous referees** – The book has been reviewed and revised in accordance with reviews by academic colleagues from several universities.
- **Activities have been piloted and refined** – The activities in the book and online support have been developed and refined with students on undergraduate and postgraduate programmes, both in the UK and abroad.
- **Supporting materials in text** – *An Introduction to HRM: An Integrated Approach* provides teaching staff with a complete unit, containing activities for seminars, private study and presentations. Each chapter contains additional seminar materials such as group activities, questionnaires or case studies to support student learning.

***HRM In Action:*** These are short organisational studies and research based materials to be used in seminars.

**Practicing HRM:** Provides students with the opportunity to practice the new attitudes, knowledge and skills they have learnt.

**Group Activity:** Encouraging interactive student work in either self-learning sets or facilitated seminar groups.

**Exercise:** Provides independent learning and reflective materials

- **Online Support** – All the learning resources contained in the chapters **HRM in Action, Practicing HRM, Group Activities and Exercises**, are available on the book's companion website (accessible through [www.palgrave.com](http://www.palgrave.com)). Online **PowerPoint Slides** are available to teaching staff. (subject to the publisher's acceptance of appropriate registrations)
- **Subject tracking system** – Is used in the text, enabling tutors and students to follow interlinked subjects throughout the chapters.
- **Chapter Summary notes** – Are provided at the end of each chapter to assist students in revision planning.
- **Personal notes on chapters** – Space is provided at the end of each chapter so that students can make their own notes (for revision purposes and memory joggers).

### ***Experiential Learning***

Learning is an activity and to learn is to change. The process of being involved, through note taking in lectures and seminars, listening to other viewpoints, contributing to seminar activities is an important part of learning. Moreover, interpreting and evaluating ideas helps us to assimilate new materials.

Each chapter in *An Introduction to HRM: An Integrated Approach* has a 'personal notes' space where you can write your own thoughts for either personal aid memoir or as a springboard for seminar discussions. You may also find it useful to make lists of valuable memory joggers for revision or future study. Learning 'as you go' is easier than 'cramming' at the end of the course.

It's *your work* in progress...

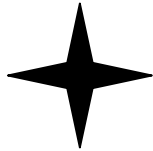
## Been to The Lecture – How Much Did You Remember?

How much do you remember of what you have been taught after a lecture?

Less than 20%?

or

More than 80%?



?

Experiential learning is not an exact science. However, if one student sits through a seminar and take notes and participates s/he is more likely to enjoy and learn from the course than if s/he sits through the session impassively. It's your course. Be an active learner and you are more likely to enjoy the experience and get better results.

## ***Learning Is A Life Long Journey***

My first experiences of listening to people talking about their work was as a boy when my dad and his friend, Paco Alcala, would discuss the company they both worked for. Apparently, it was a bureaucratic, hierarchical place where positional power and status included everything from where employees could or couldn't park their cars to the colour of the ties managers (different colours denoted managerial rank) were allowed to wear. Years later my father-in-law, Jim Dent, would tell me about his days as a lorry driver and trade unionist. Jim would usually go out of his way to help someone. Whether they needed a lift to the next town or a friend to support their case at work. Jim Dent was from Yorkshire, he said little and did a lot.

Some of the most valuable insights into organisations can be gleaned by carefully listening to the experiences people have to share. Everyone has a story and each story forms part of the complex world we share.

Michael L. Nieto