**SEMESTER OUTLINE - HR 60 FALL 2017**

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| DatePower Point Session | SubjectWork Assignment | Prepare for theNext Session |
| August 21Handout Session 1 | Introduction; HR’s Role*Assignments* | Chapter 1 (HR Management) |
| August 28\*\*Handout Session 2 | HR ManagementMini Quiz Chapter 1Oral Presentation Guidelines | **Chapter 3 (Diversity;** **Legal Environment)** |
| September 4 | Labor Day: No Class | Begin consideration of Research Paper |
| September 11Handout Session 3 | Diversity and Legal Issues**Mini Quiz Chapter 3**  | Chapter 2 (Strategic HR Management) |
| September 18\*\*Handout Session 4 | Strategic HR ManagementMini Quiz Chapter 2; CS | Chapter 4 (Job Analysis and Design) |
| September 25Handout Session 5 | Wage & Hour in California Mini Quiz Chapter 4 | Chapter 5(Recruiting Job Candidates) |
| October 2Handout Session 6 | Job Analysis/Job DescriptionsMini Quiz Chapter 5  |   |
| October 9\*\* | **Cancelled** | Chapter 6 (Selecting New Employees) |
| October 16 | **Cancelled** | **Chapter 13** **(Employee Benefits)** |
| October 23 \*\* \*\*\*Handout Session 7 & 8**Research Paper Outline Due** | Recruiting & Selection Mini Quiz Chapter 6 Employee Benefits (No Quiz) | Chapter 8(Performance Management)Midterm Prep questions on Canvas |
| October 30 Handout Session 10**Presentation Outline Due** | Performance Management **Midterm; Ch. 1-6, 13; Sess. 1-8**  | Chapter 11 & 12 (Compensation & Incentive Pay) |
| November 6\*\* Handout Session 11 | Compensation & Incentive PayMini Quiz Chapter 11 & 12 | Chapter 7 (Training)Work On Research Paper |
| November 13+ \*\*\*Handout Session 12**Paper Due, Team 5** | Training and Development**Team 1 Presentation, Ch. 7** Mini Quiz Chapter 7 | Chapter 9 (Employee Relations/Mgmt**)** |
| November 20+ \*\*\*Handout Session 13**Paper Due, Team 4** | Employee Relations & Mgmt**Team 2 Presentation, Ch. 9**Mini Quiz Chapter 9 | Chapter 14 (Safety and Health) |
| November 27+ \*\*\*Handout Session 14**Paper Due, Team 3** | Safety & Health; **Guest Speaker****Team 3 Presentation, Ch. 14**Mini Quiz Chapter 14 | Chapter 15(Ethics & Social Responsibility) |
| December 4+ \*\*\*Handout Session 15**Paper Due, Team 2** | Ethics and Social Responsibility**Team 4 Presentation, Ch. 15**Mini Quiz Chapter 15; CS | **Chapter 10** **(Labor Relations)** |
| December 11+ \*\*\*Handout Session 9**Paper Due, Team 1** | Labor Relations **Guest Speaker**Mini Quiz Chapter 10 **Team 5 Presentation, HRIS** | Prep for FinalFinal Prep questions on Canvas |
| December 18 \*\*\* | **Final (Ch. 7-12; 14-15; Session 9 – 15) + 5 short essays,**  |  |

**\*\* = Time will be set aside to work on team presentations Revised: 10/13/17**

**\*\*\* = No Current Event Opportunities +Attendance is Particularly Important**