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## Professors

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## Learning Outcomes

Upon completion of this course students will be able to

- examine how recruitment and selection contributes to effective HR management and organizational performance.
- identify an organization's human resources needs and potential sources of qualified candidates.
- implement processes for attracting qualified candidates.



Course Schedule

Date		Topic	Text	Guest Speaker/ Project Sections / Deliverables
2023 Week of:		Wednesday September 6, First day of class. Friday September 15, Last day to register for Fall 23 Monday Oct. 2 & Monday Oct. 9 & Monday Nov. 13, Statutory Holiday (no classes) Friday October 27, Last day to withdraw from class without academic penalty Thursday December 7, Last day of class		
01	Sept 6	Introduction to Recruitment & Selection	Ch. 1	Major Project – introduction, group formation, idea generation – Assignment Section 1
02	11 & 12	Reliability and Validity	Ch. 2	Guest Speaker – CPHR (TBA) <b>Discussion Forum due Sept 16th</b>
03	19 & 20	Legal Issues	Ch. 3	Group project: Team provide summaries
04	26 & 27	Job Analysis and Competency Models	Ch. 4	
05	3-4	Recruitment, Selection and Job Performance	Ch. 5	<b>Take home Quiz – Oct 4-Oct 5 (24 hours)</b> Group project: Teams provide summaries
06	10 & 11	Recruitment, Selection and Job Performance	Ch. 5	<b>Assignment Section 1 due Oct 14</b>
07	16 & 18	Recruitment: The First Step in the Selection Process	Ch. 6	Groups work on Assignment Section 2 begins
08	23 & 25	Selection I: Applicant Screening	Ch. 7	Guest Speaker (TBA)
09	Oct 30, Nov 1	Selection I: Applicant Screening (cont) Selection II: Testing	Ch 7 Ch 8	
10	6 & 8	Selection II: Testing Selection III: Interviewing	Ch 8 Ch. 9	Group project: Teams provide summaries
11	15	Selection III: Interviewing	Ch. 9	
12	20 & 22		Ch. 10	Group project: Teams provide summaries

