Universiteit van Pretoria Jaarboek 2018

BComHons Menslikehulpbronbestuur (07240144)

Minimum duur van studie	1 jaar
Totale krediete	130
Kontak	Mrs C Smit christa.smit@up.ac.za +27 (0)124203108

Programinligting

Hierdie inligting is slegs in Engels beskikbaar.

Toelatingsvereistes

- BCom degree in Human Resource Management or Industrial and Organisational Psychology .
- An average of at least 65% for Human Resource Management and/or Industrial Psychology on 3rd year level.
- Completed Psychometrics as module at undergraduate level.

Addisionele vereistes

1. **Registration for a second field of study**

With reference to General Regulation G.6, a student who has already completed a bachelor of honours degree at this or another university, may, with the permission of the Dean, register for another degree, subject to the regulations applicable to the field of study in question and to any other stipulations the Dean may prescribe on the condition that there shall be no overlap in the course content of the first degree and the second degree. Such a concession may be withdrawn by the Dean/Deans if the student does not perform satisfactorily.

2. **Acknowledgement of modules**

a. Subject to the stipulations of G.22.1, G.23.2 and the Joint Statute, a Dean may acknowledge modules passed at another tertiary institution or at this University in a department other than that in which the honours study is undertaken for the honours degree – provided that at least half of the required modules for the degree in question are attended and passed at this university.
b. If there is overlap in the course content of the degree for which the student wishes to enrol or is enrolled and a degree already conferred, the Dean may not acknowledge any modules that form part of the degree already conferred.

Eksamens en slaagvereistes

In calculating marks, General Regulation G12.2 applies.
Subject to the provisions of General Regulation G.26, a head of a department determines, in consultation with the Dean

- when the honours examinations in his/her department will take place, provided that:

i. honours examinations which do not take place before the end of the academic year, must take place no later than 18 January of the following year, and all examination results must be submitted to the Student Administration by 25 January; and

ii. honours examinations which do not take place before the end of the first semester, may take place no later than 15 July, and all examination results must be submitted to the Student Administration on or before 18 July.

- whether a candidate will be admitted to a supplementary examination, provided that a supplementary examination is granted, only once in a maximum of two prescribed semester modules or once in one year module;
- supplementary examinations (if granted) cover the same subject matter as was the case for the examinations;
- NB: For the purpose of this provision, the phrase "not sit for an examination more than twice in the same subject" as it appears in General Regulation G.18.2, implies that a candidate may not be admitted to an examination in a module, including a supplementary examination, more than three times.
- the manner in which research reports are prepared and examined in his department.

NB: Full details are published in each department's postgraduate information brochure, which is available from the head of department concerned. The minimum pass mark for a research report is 50%. The provisions regarding pass requirements for dissertations contained in General Regulation G.12.2 apply mutatis mutandis to research reports.

Subject to the provisions of General Regulation G.12.2.1.3, the subminimum required in subdivisions of modules is published in the study guides, which is available from the head of department concerned.

Kurrikulum: Finale jaar

Minimum krediete: 130

Kernmodules

Arbeidsverhoudinge 700 (ABV 700)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Semester 2

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

After studying this module, students should be able to recall, understand, evaluate, analyse, synthesise and apply in practice the contents that form part of the following general themes:

- The labour relations system
- Employer and employee representation
- Collective bargaining
- No fault terminations
- Employment equity
- Traditional negotiation
- Dispute settlement
- Workplace democracy

Bedryfsberading en groepsdinamika 700 (BBG 700)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Semester 1

Module-inhoud

* Hierdie inligting is slegs in Engels beskikbaar.

After studying this module, students should be able to recall, understand, evaluate, analyse, synthesise and apply in practice the following general themes:

- Leadership and group functioning
- Methods of group decision making
- Setting of group objectives
- Occurrence of conflict and controversy in groups
- Coping with conflict of group interests
- Group utilisation in problem solving and decision making
- Group development and socialisation
- Theory regarding negotiations
- How to negotiate
- The characteristics of the negotiator
- Techniques and strategies in negotiating
- The negotiation relationship

Bestuur van diversiteit 700 (BED 700)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Semester 2

Module-inhoud

* Hierdie inligting is slegs in Engels beskikbaar.

- The extent of diversity
- Paradigm shifts in the development of the historically disadvantaged employees
- Organisation effectiveness by means of management of diversity
- Awareness and acceptance of unique and similar characteristics
- Female employees, Indian employees, employees with disabilities, homosexual employees, Eurocentric employees, Afrocentric employees
- Unique cultural values
- Preparing the organisation for diversity management
- Phasing in of historically disadvantaged employees in the organisation
- Employment Equity legislation
- Compiling and maintaining an Employment Equity plan
- Maintaining a diversity climate
- Monitoring and evaluating the diversity management process.

Werknemergesondheid en -veiligheid 781 (MHB 781)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Semester 1

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

- Legal aspects: the Health and Safety Act 85 of 1993
- The concepts “health” and “safety” in context
- A few important and specific aspects of industrial health
- Employee Aid Programmes (EAP)
- HIV/Aids
- Alcohol and drug dependence
- Management stress and burnout
- Traditional healers and employee health
- International management and employee health
- Examples of actual events related to employee health and safety

Loopbaansielkunde 782 (MHB 782)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Semester 1

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

- The career management model
- Career development and adult development stages
- The choice of, and entry into a career
- The early career
- Middle and later stages of career development
- Job stress
- Intersection between work and family
- Entrepreneurship
- Organisation contributions

Organisasie-ontwikkeling 783 (MHB 783)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Semester 2

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

- Understand, evaluate and apply the concept, components and characteristics of organisational development and change
- Apply the knowledge and skills to explain organisational functioning and organisational changes
- Know and understand the nature of current and future changes that could impact on organisations, as well as the strategies that organisations can use to address these changes.
- Know and understand the organisational development process and evaluate and understand the role and use of change theories in the organisational development process
- Know, understand and be able to apply the various change theories (i.e. Lewin’s planned change model, action research model, positive model, general model)
- Apply the knowledge and skills regarding organisational diagnoses in order to address problems and identify opportunities within the organisation
- Apply the knowledge and skills to evaluate organisational development strategies (at individual, group and organisational levels) and to intervene within organisations

Navorsingsverslag 795 (MHB 795)

Modulekrediete	30.00
Voorvereistes	Slegs vir BComHons: Menslikehulpbronbestuurstudente
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Jaar

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

- Deliver a written research report of limited scope under supervision
- Conduct a systematic review of the literature

Navorsingsmetodologie 707 (NME 707)

Modulekrediete	12.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied

Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Jaar

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

The module covers quantitative data analysis and the basic principles of qualitative inquiry with interviews and thematic analysis. For quantitative data analysis, students learn how to select appropriate descriptive and inferential statistics, conduct the analysis using SPSS interpret results in terms of statistical and practical significance. Introductory scale development statistics, including Cronbach's alpha, Exploratory Factor Analysis and Confirmatory Factor Analysis are also reviewed. For qualitative inquiry, students reflect on their own interview practice to develop their interviewing skills. They complete a small qualitative research project and report their findings in an infographic. Emphasis is in this part of the module falls on trustworthiness issues, while ethics, sampling and data collection with interviews are also covered in detail. The module as a whole is based on the principles of research in practice, and all components are executed practically.

Psigometrika 700 (PSK 700)

Modulekrediete	16.00
Voorvereistes	Geen voorvereistes.
Kontaktyd	1 lesing per week
Onderrigtaal	Module word in Engels aangebied
Departement	Menslikehulpbronbestuur
Aanbiedingstydperk	Jaar

Module-inhoud

*Hierdie inligting is slegs in Engels beskikbaar.

• An internship programme (200 hours) for Psychometrists accredited with the Professional Board for Psychology;
• Ethical and legal aspects regarding psychological measurement;
• Theory and application of psychological tests;
• Introduction to tests commonly used in industry and
• Psychometric report writing.

Die inligting wat hier verskyn, is onderhewig aan verandering en kan na die publikasie van hierdie inligting gewysig word.. Die Algemene Regulasies (G Regulasies) is op alle fakulteite van die Universiteit van Pretoria van toepassing. Dit word vereis dat elke student volkome vertroud met hierdie regulasies sowel as met die inligting vervat in die Algemene Reëls sal wees. Onkunde betrefffende hierdie regulasies en reels sal nie as 'n verskoning by oortreding daarvan aangebied kan word nie.