

**TUTORIAL COURSE FORM**

**2020-2021 ACADEMIC YEAR**

<b>Name of the tutorial course (incoming Erasmus/exchange students)</b>	<b>ICT-based Communication in HRM</b>
<b>Name of the professor</b>	Georgescu Mircea
<b>Email of the professor</b>	mirceag@uaic.ro
<b>Office of the professor Consultation hours</b>	B 304 Wednesday 12-14
<b>Semester(s) in which the tutorial course is available</b>	Semester I / II
<b>No. of ECTS credits</b>	3
<b>Level of study (bachelor/master/PhD)</b>	Master
<b>Short description/Contents</b>	<p>Upon completion of this module, students will know how to use modern communication and collaboration tools for internal and external services with focus on coherence between ICT technologies, strategic goals and corporate culture. Also they will use ICT as an enabler for strategic HRM and management of change.</p> <p><b>Seminar / Laboratory</b></p> <p>Microsoft Office 2013 solutions for managing and communicating information in modern companies;</p> <p>Web 2.0 Technologies and HRM process (Tagging, Blogging, Netcasts, Printing on demand);</p> <p>Enhancing collaboration with Web 2.0 (Virtual teams and Social Online Communities);</p> <p>Google drive and data collection using Google questionnaires;</p> <p>Organizing events using modern Information and Communication Technologies;</p> <p>Using Elearning technologies in employees continuous training.</p>
<b>Assessment/Evaluation</b>	Applied / practical knowledge Presentations (20%) and project (80%)
<b>Bibliography</b>	<ul style="list-style-type: none"> <li>Chadha, A., Sudan, A., (2015): Human Resources Management (HRM) and</li> </ul>

	<p>Globalization, New Century Publications;</p> <ul style="list-style-type: none"> <li>• Luftman J. N. (2004): Managing the Information Technology Resource, Leadership in the information age, 1.ed., London: Pearson Education;</li> <li>• Martin, G., Reddington, M., Alexander, H., (2008): Technology, Outsourcing &amp; Transforming HR (Advanced HR Practitioner) Routledge, 1 edition ;</li> <li>• Tuffley, D. (2014): Communications for ICT: The Essential Guide, Altiora Publications, London, Kindle Edition;</li> <li>• Wang, V., (2012): Handbook of Research on Technologies for Improving the 21st Century Workforce: Tools for Lifelong Learning, IGI Global.</li> </ul>
<p><b>Observations</b></p>	