

COURSE OUTLINE

(1) GENERAL

SCHOOL	Business		
ACADEMIC UNIT	Management		
LEVEL OF STUDIES	1 st Cycle		
COURSE CODE	HRM-485	SEMESTER	Spring
COURSE TITLE	Performance Management and Compensation Systems		
INDEPENDENT TEACHING ACTIVITIES <i>if credits are awarded for separate components of the course, e.g. lectures, laboratory exercises, etc. If the credits are awarded for the whole of the course, give the weekly teaching hours and the total credits</i>		WEEKLY TEACHING HOURS	CREDITS
		2.5	6
<i>Add rows if necessary. The organisation of teaching and the teaching methods used are described in detail at (d).</i>			
COURSE TYPE <i>general background, special background, specialised general knowledge, skills development</i>	specialised general knowledge		
PREREQUISITE COURSES:	MGT-482		
LANGUAGE OF INSTRUCTION and EXAMINATIONS:	English		
IS THE COURSE OFFERED TO ERASMUS STUDENTS			
COURSE WEBSITE (URL)			

(2) LEARNING OUTCOMES

Learning outcomes

The course learning outcomes, specific knowledge, skills and competences of an appropriate level, which the students will acquire with the successful completion of the course are described.

Consult Appendix A

- *Description of the level of learning outcomes for each qualifications cycle, according to the Qualifications Framework of the European Higher Education Area*
- *Descriptors for Levels 6, 7 & 8 of the European Qualifications Framework for Lifelong Learning and Appendix B*
- *Guidelines for writing Learning Outcomes*

After completion of the course students are expected to be able to:

- Describe the appraisal process
- Develop, evaluate, and administer performance appraisal tools
- Explain how to “segment” employees for appraisal and reward purposes
- List the basic factors determining pay rates
- Explain the difference between competency-based and traditional pay
- Discuss how to price managerial and professional jobs
- Name and describe the most popular organization-wide incentive plans
- Describe each of the main insurance, retirement and employees’ services benefits

- Explain the main flexible benefit programs

General Competences

Taking into consideration the general competences that the degree-holder must acquire (as these appear in the Diploma Supplement and appear below), at which of the following does the course aim?

Search for, analysis and synthesis of data and information, with the use of the necessary technology	Project planning and management
Adapting to new situations	Respect for difference and multiculturalism
Decision-making	Respect for the natural environment
Working independently	Showing social, professional and ethical responsibility and sensitivity to gender issues
Team work	Criticism and self-criticism
Working in an international environment	Production of free, creative and inductive thinking
Working in an interdisciplinary environment
Production of new research ideas	Others...

Search for, analysis and synthesis of data and information, with the use of the necessary technology
 Decision-making
 Working independently
 Team work
 Showing social, professional and ethical responsibility and sensitivity to gender issues

(3) SYLLABUS

- The Basics of Performance Management
- Reasons why many organizations appraise performance
- Who should do the appraising?
- Techniques and tools for appraising performance
- Appraisal interview
- Guidelines for effective appraisal
- Problems in dealing with appraisal
- Job evaluation and pay plans
- Payment for managerial and professional jobs
- Competency-based vs traditional pay
- Commission versus straight pay
- Insurance, retirement, services benefits
- Pay-for-time-not-worked benefits
- Flexible benefit program

(4) TEACHING and LEARNING METHODS - EVALUATION

DELIVERY <i>Face-to-face, Distance learning, etc.</i>	Face-to-face	
USE OF INFORMATION AND COMMUNICATIONS TECHNOLOGY <i>Use of ICT in teaching, laboratory education, communication with students</i>	<i>Use of ICT in teaching / Χρήση ΤΠΕ</i> <i>Communication with students / Επικοινωνία με Φοιτητές</i>	
TEACHING METHODS <i>The manner and methods of teaching are described in detail.</i> <i>Lectures, seminars, laboratory practice, fieldwork, study and analysis of bibliography, tutorials, placements, clinical practice, art workshop, interactive teaching, educational</i>	Activity	Semester workload
	Lectures	35
	Study and analysis of bibliography	35
	Project	40

<i>visits, project, essay writing, artistic creativity, etc.</i> <i>The student's study hours for each learning activity are given as well as the hours of non-directed study according to the principles of the ECTS</i>	Exam preparation	40
	Course total	150
STUDENT PERFORMANCE EVALUATION <i>Description of the evaluation procedure</i> <i>Language of evaluation, methods of evaluation, summative or conclusive, multiple choice questionnaires, short-answer questions, open-ended questions, problem solving, written work, essay/report, oral examination, public presentation, laboratory work, clinical examination of patient, art interpretation, other</i> <i>Specifically-defined evaluation criteria are given, and if and where they are accessible to students.</i>	Attendance and Participation, Project, Mid-Term, Final Examination.	

(5) ATTACHED BIBLIOGRAPHY

Key Textbooks:				
Title	Author(s)	Publisher	Year	ISBN
Performance Management, 5 th Edition	Herman Aguinis	Sage Publications	2023	9781948426480
Compensation, 14 th Edition	Barry Gerhart	McGraw-Hill Education	2023	9781264080908
Recommended Textbooks / Readings:				
Title	Author(s)	Publisher	Year	ISBN
Performance Management Reboot: Fresh Perspectives for the Changing World of Work (<i>Ebook</i>)	Mark Bussin	KR Publishing	2017	9781869226640
The Remuneration Handbook: A Practical and Informative Handbook for Managing Reward and Recognition (<i>Ebook</i>)	Mark Bussin and Fermin Diez	KR Publishing	2017	9781869225704