

Human Resources

Explain HR Management Functions

Human Resources Basics

Overview: We will examine a broad look at the Human Resources function, processes, and technology supporting it.

Objectives:

- Recognize words commonly used as part of the HR process
- Describe at least one responsibility of HR departments
- Contemplate your response to a hypothetical HR situation

Outline:

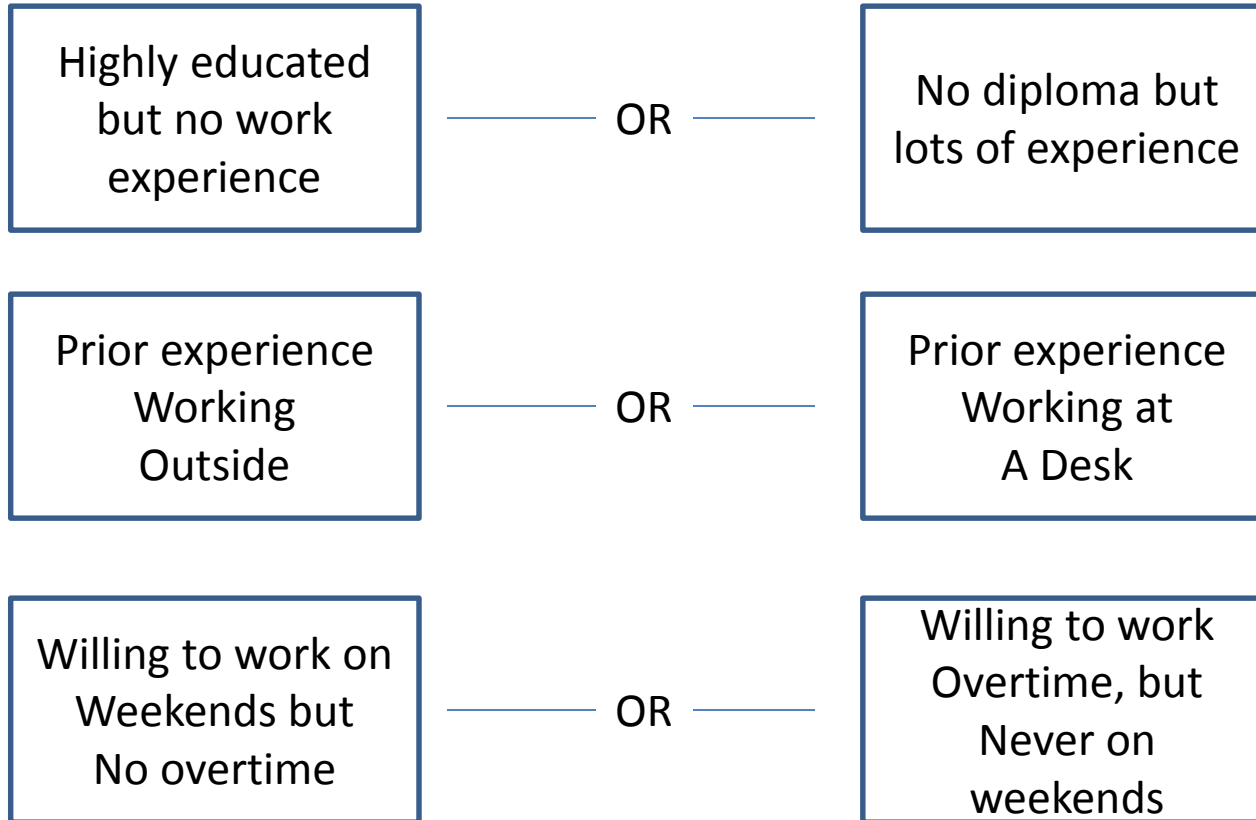
- Take notes on three short videos and discuss as a class
- Summarize/rephrase four paragraphs and discuss as a class
- Complete a R.A.C.E. summary
- Draw a poster or diagram.

Why should a business person be concerned about Human Resources?

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Thought starter

Who would you hire based on the limited information provided? Why?



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Human Resources Basics

2:01



HR Basics (2 mins)

<https://youtu.be/9ZLbSk1Te68>

3:05



10 questions for HR Leaders (3 mins)

<https://youtu.be/r6sR1w2cXs0>

5:06



Animated Introduction to the Key HR Functions

<https://youtu.be/9MWFkH4xb3U>

Standard

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Human Resources

Assume you are a Human Resources supervisor. You provide HR Services to the various departments at the company you work for.

Your company manufactures wooden chairs and tables. The furniture is custom crafted for each order purchased by the customers.

In all, there are about 450 employees. Most of the employees work in the manufacturing facility. Some of the employees work in sales. Some of the employees work in financial roles such as accounting, billing, and collections.

You just learned from upper management that your company will soon begin selling custom kitchen cabinets. Within the next six weeks, you and your team need to find, screen, make-offers-to, and hire an additional 25 wood working professions.

Q. How will you go about this?

Standard

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