



Course Syllabus (Academic Year 2020)

School of Interdisciplinary Studies, Mahidol University

1. **Course No. and Title** : KAAC143 Business Organization and Human Resource Management
Credit (study hours) : 3 (3-0-6)
2. **Program Name** : Bachelor of Accountancy
3. **Course Module** : Major Required
Prerequisite : -
Co-requisite : -
4. **Class Semester** : X 1st Semester 2nd Semester Academic Year 2020
5. **Class Schedule & Venue** : Monday 13.00 – 16.00 Online (Webex)
 Room
 Laboratory Room
6. **Class Coordinator** : Akadet Chaichanavichakit Email: c.akadet@gmail.com
Office Hour: After class or by appointment
Dr.Yolamas Jeerasantikul Contact No.: 0809028840
Email: yolamas@yahoo.com

7. Course Description

Principles of management, the roles of manager to plan, organize, staff, direct, motivate, communicate, coordinate and control in order to achieve the organization goals; concepts and theories of human resource management, human resource management strategy; business ethics and corporate social responsibility, workforce diversity management; human resource planning, recruitment, selection, training, and the human resource development; performance management, compensation management, safety and health, labor relation and collective bargaining, labor laws

8. Course Objectives

This course aims to improve ones understanding of basic functions in business organization and human resource management as well as activities that would be necessary to succeed in business in a global environment. Theoretical concepts and frameworks, discussions, skill-oriented/focused activities, and cases will be used weekly to provide the student with the opportunity to apply theory and experiences to the cases, activities, and discussions.

Upon completion of this course you will be able to:

- Identify the key functions in business organization and human resource management which are necessary to succeed in business in a global environment

- Relate the fundamentals of business management tools, skills, and technics as well as the fundamentals of human resource management tools, skills, and technics with the superior results managers deliver to the organization
- Develop better decisions through critical thinking and creative problem solving
- Solve basic business cases using learnt concepts, ideas, and researched information
- Implement information technology to support and to improve one's ideas, evaluations, and creations
- Implement effective business communication both within and outside the organization
- Recognize the fundamentals of business ethics which are crucial for the business sustainability and the well-being of society
- Discuss the learning opportunities and the business opportunities in the field of business organization and human resource management which can be created or encountered in the future

9. Class Instructor List

Sec1: Yolamas Jeerasantikul

Contact No.: 0809028840

Email: yolamas@yahoo.com

Sec2: Akadet Chaichanavichakit

Email: c.akadet@gmail.com

10. Course Outline

Week	Date	Contents	Teaching & Learning Method
1	Aug 10, 2020	Modern Business Management	Lecture, Group discussion, and Short case analysis
2	Aug 17, 2020	Management Theories Business Ethics	Lecture, Group discussion, and Short case analysis
3	Aug 24, 2020	Decision Making	Lecture, Group discussion, and Short case analysis
4	Aug 31, 2020	Global Management	Lecture, Group discussion, and Short case analysis
5	Sep 7, 2020	Planning: Planning and Goal Setting	Lecture, Group discussion, and Short case analysis
6	Sep 14, 2020	Planning: Strategic Planning	Lecture, Group discussion, and Short case analysis
7	Sep 21, 2020	Organizing: Organization Design and Direction	Lecture, Group discussion, and Short case analysis
8	Sep 28, 2020	Short Case Analysis	Group discussion and Short case analysis
9	Midterm Examination		
10	Oct 12, 2020	Organizing: Managing Human Resources Today	Lecture, Group discussion, and Short case analysis

11	Oct 19, 2020	Organizing: Groups and Teams Leading: Interpersonal and Organizational Communication	Lecture, Group discussion, and Short case analysis
12	Oct 26, 2020	Leading: Organizational Culture	Lecture, Group discussion, and Short case analysis
13	Nov 2, 2020	Leading: Leadership and Motivation	Lecture, Group discussion, and Short case analysis
14	Nov 9, 2020	Controlling: Controlling Activities and Operations	Lecture, Group discussion, and Short case analysis
15	Nov 16, 2020	Innovation and Change Management	Lecture, Group discussion, and Short case analysis
16	Nov 23, 2020	Presentation	Presentation and Group discussion
17	Final Examination		

*Please note that the class schedule can be adjusted as appropriate

11. Course Assessment

No.	Methods / Activities	Week	Weight Distribution (%)
11.1	Participation	1-8, 10-16	10
11.2	Short case analysis	1-8, 10-15	20
11.3	Presentation	16	10
11.4	Midterm Examination	9	20
11.5	Final Examination	17	40
		Total	100

Participation

Class participation is a group-based activity; each group will have three members. Group will be awarded 1 mark each time a member participates in the class, with the maximum of 3 marks per session.

Short case analysis

Short case analysis is a group-based activity; each group will have six members. Students are expected to demonstrate their well understandings of class concepts as well as their analytical skills. Grade will be awarded only to students who attend the class.

Presentation

Presentation is a group-based activity; each group will have six members. Students will demonstrate their well understanding of class concepts, analysis and communication skills.

Topic: To Be Announced (TBA)

12. Grading System

Criterion-referenced evaluation

Grade	Score	Grade	Score	Grade	Score	Grade	Score
A	≥ 80 %	B	70 – 74.99%	C	60 – 64.99%	D	50 – 54.99%
B+	75 – 79.99%	C+	65 – 69.99%	D+	55 – 59.99%	F	< 50 %

X Norm-referenced evaluation

*If use both criterion and norm-referenced evaluation, please tick two boxes.

13. References

Required Reading

Robbins, S. P., Coulter, M. K., Martocchio, J. J., & Long, L. K. (2018). *Management* (14th Global Edition ed.). Harlow, United Kingdom: Pearson. ISBN: 9781292215839

Dessler, G. (2019). *Fundamentals of Human Resource Management* (5th Global Edition ed.). New York, NY: Pearson Education. ISBN: 9781292261904

Supplemental Reading

Kinicki, A., & Williams, B. K. (2020). *Management: A Practical Introduction* (9th ed.). New York, NY: McGraw-Hill Education. ISBN: 9781260075113

Regular reading of global and local business newspapers, magazines, journals and/or articles.

Note

Attendance

To comply with the Office of the Higher Education Commission (OHEC) Requirements:

If any student misses more than three classes, regardless of any reason, he or she will not be allowed to take the final examination. Two late arrivals to class will be counted as an absence.

The Dean, Division Chairperson, and Lecturer of this subject are empowered to withdraw or withhold correction of the final examination papers from students lacking class attendance requirements without the students' consent.

Class Rules

Communication Devices

Active cell phones or any communication devices are not welcome in the classroom. If you regularly carry one of these devices during the day, make sure you turn it off before the class starts.

Anti-Cheating Policy

If any student or a group of students will be caught taking attendance for friends, copying, partial/entire project or hire outside or inside person to do their works, the faculties consider such act a serious matter, which will automatically result in 'F' grade for an entire group.

Dress Code

Proper Attire