

LEARNING JOURNEY Business

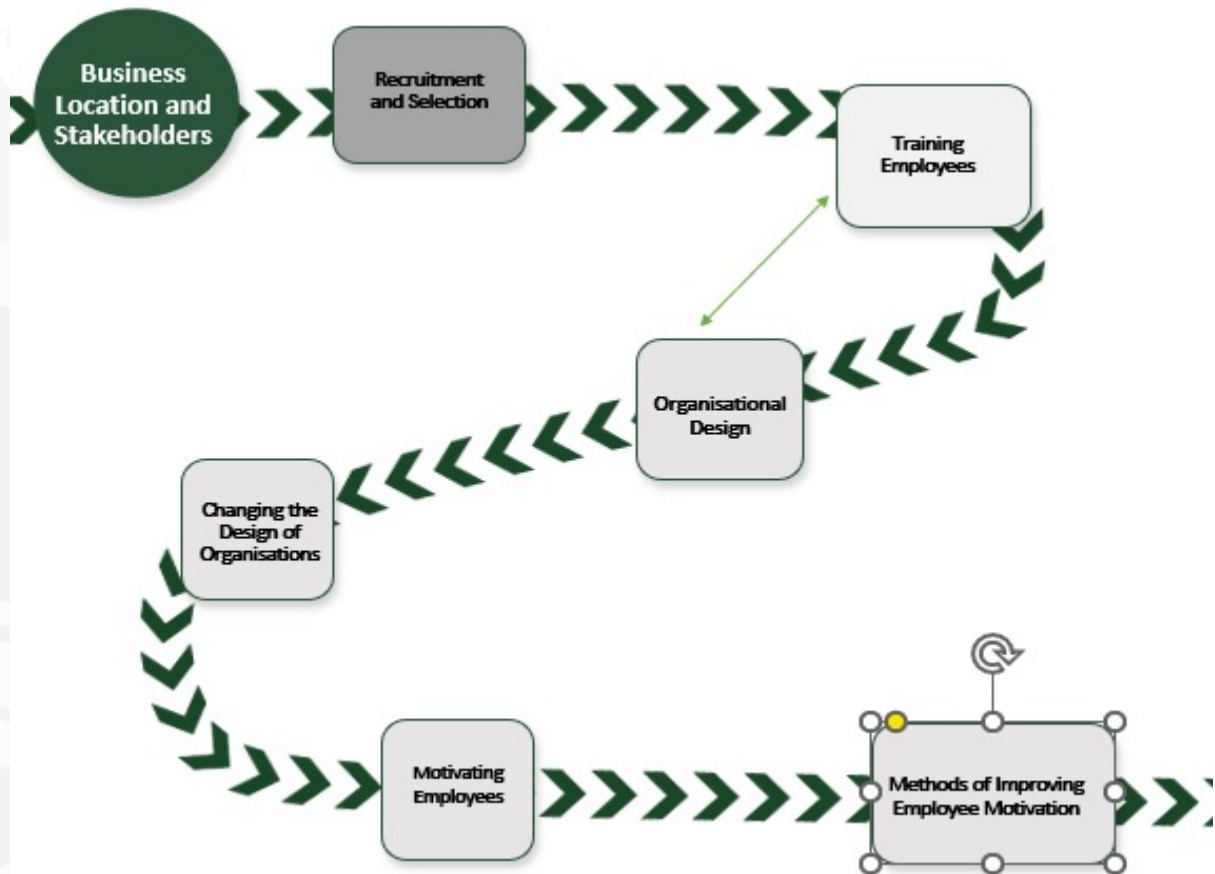


Human Resources – Autumn 1

This unit builds on the work you did on business location and expansion and will help you when you go on to look at the functional area of Operations.

During your working lifetime you will be involved in the Human Resources processes as either an employee or employer. Studying this topic will prepare you for this. You will learn how businesses recruit and select new staff and the different methods of training that firms offer all their workers. In order to ensure that staff work hard and want to continue working for an organisation, you will look at the different motivational methods that can be offered to employees with differing job roles.

Through the use of real-life case studies, you will also learn how businesses organise themselves in terms of hierarchy and lines of communication and how this can impact on how well a business runs.



TUDOR HABITS AND VALUES:

You will need to show empathy when you consider how making workers redundant may affect morale inside a business, as well as how motivated employees are a benefit to a business.

VOCABULARY: Curriculum Vitae, Internal and External Recruitment, Short and Long Lists, Span of Control, Organisational Structures, Lines of Communication, Delaying, Delegation, Commission, Remuneration, Induction Training