

Human Resource Information Systems

Credits	3
Faculty Name	Bhaskar Basu
Program	MBA (HRM)
Academic Year and Term	2018-19, Term 2

1. Course Description:

Human resources management is one of the areas that benefits from the usage of management information systems in today's globalized environment. The usage of innovative tools and techniques in organizations have also affected the decision-making process among the HR managers. The course presents an overview of MIS issues in designing modern human resources information systems (HRIS) and reengineering the outlived ones. HRIS topics ranging from the definition to its potential strategic impact on a firm including its role, processes and culture, are dealt mainly from systems and managerial perspectives. The various steps in planning and design of an HRIS system along with impact of changes will be studied. Specific HRIS application areas such as Recruitment and Talent management will be explored using AI (Artificial Intelligence). The course will be based on conceptual treatise as well as case presentations/analysis.

2. Student Learning Outcomes:

On completion of the course participants will be able to:

- Understand the basic Information Systems Concepts required for a functional area like HR such as 'Classification of Info Systems based on HR activities', 'HR Process Analysis', and 'Database Concepts in HRIS'.
(Aligned to program goal of XaHR)
- Demonstrate sound understanding of role of Information Systems in contributing towards HR needs analysis, process improvements and workforce analytics.
(Aligned to program goal of XaHR)

3. Readings:

Compiled source of readings for internal circulation only

Reference Books:

1. Human Resource Information Systems: Basics, Applications, and Future Directions by Michael J. Kavanagh, Mohan Thite, Richard D. Johnson; 3rd Edition, SAGE Publications
2. Introduction to Human Resource Information System, Mdm. Nur Naha binti Abu Mansor and Ms. Roya Anvari, CreateSpace Independent Publishing Platform
3. Encyclopedia of Human Resources Information Systems: Challenges in e-HRM (2 Volumes)
4. MIS, Laudon and Laudon; 12th ed, Pearson

4. Tentative Session Plan:

Session	Topic	Reading/Case Discussions
1 - 2	Introduction to HRIS: The Role of Information Systems, Types of HRIS, Moving to a new HRIS	Case Handout, Ch 1
3 - 4	Database Concepts: Entities, Tables, Relationships and E-R Diagram	Tool: MS Access (Lab), Ch 2
5 - 6	Systems Consideration in Design of HRIS: Importance of Planning for Implementation	Case Handout, Ch 3
7- 8	HRIS Needs Analysis and using DFD	Tool: MS Visio (Lab), Ch 4
9-10	Change Management Issues: Reasons for Failures, Organizational factors to Manage Change	Case Handout, Ch 5
11-12	HR Effectiveness Measures and Workforce Analytics: Metrics, Modeling and Analytics	Tool: MS Excel (Lab), Ch 6
13-15	HRIS Application Areas: Talent Management/ Recruitment and Selection/ Learning and Development	Case Handouts, Ch 7
16	Social Media Strategy	Case Handout, Ch 8
17	HRIS Privacy and Data Security	Case Handout, Ch 9
18	Future of HRIS: Emerging Trends	Articles, Ch 10
19-20	HRIS Wrap-Up	Presentation

5. Evaluation:

- Quiz (Mid-Term) : 20%
- End Term : 30%
- Presentation (Group) : 20%
- Assignment (Individual/Group) : 20%
- Class Participation : 10%

6. Academic Integrity:

Broad Course Guidelines

Your attitude towards the course material will influence your learning and performance. The skills you will acquire in this course will be very useful, irrespective of your future roles in any business. You are responsible for all of the materials covered in class and in the textbook, even if you were absent for the classroom session. You are free to meet your instructor in connection with homework assignments and to clarify any concepts from the lecture, with appointment. All homework/group assignment topics will be intimated in class or by email or uploaded on the Course Web/AIS. Assignment submissions will not be accepted after due date/time.

There will be at least one presentation for each group. Your presentation should summarize your team's work and findings and involve the class in discussion. Presentations will be for about 15-20 minutes. All team members should participate. Remember to be creative! Plan your time wisely. In grading the presentations and reports, the instructor will look for originality, presentation style, ability to generate a class discussion, enthusiasm, and the demonstration of a clear understanding of the concepts and principles in the team findings. The rest of the class should come fully prepared to participate in the discussions and contribute to the learning process.

Course Conduct

You will not indulge in any disruptive activities during the class lecture and discussions/presentations. If the instructor discovers any such activity, you will be adequately penalized. Students not attending classes should ensure responsibility for the class coverage and announcements. *Mobile phones are not allowed inside the class room. Laptops may be brought to the class when instructed to do so (for the specific class/es). Adopting unfair means or mal-practice/s, or plagiarism in any form will make you eligible to get an F grade in the entire course.*

Class Participation

Class participation is an important component for the class to be engaging and meaningful. Obviously, you must attend classes to participate. You should provide meaningful contribution to the class through comments and discussion during case study

discussions throughout the course. Attendance will also be used to decide on the marks for your class participation component.

Course Transparency

You are free to meet and ask your instructor regarding any discrepancy as regards evaluation of any component/s with appointment via email. You will be shown the answer scripts after evaluation of the same, which will be available with the instructor's secretary for two days. A notice will also be put up to this effect. Any discrepancy observed should be reported to your instructor, through his secretary, or through the Dean (Acad)'s office using the 'application form for re-evaluation' within the due date. Either way, all issues of concern brought to the notice of the instructor will be duly addressed.

Note: Your instructor reserves the right to alter any of the above. All change/s will be announced in class, via e-mail, or will be updated on the course AIS. Additional reading material will be uploaded on AIS or sent via group mail, if required. The Student MOP will be the reference point for any other issue.