



Human Resource Technology
HRD 338
Southwestern College Professional Studies

COURSE SYLLABUS

I. **Course Catalog Description**

Learners develop an understanding of the role of application systems software in supporting the business functions of human resource management. The course will address the strategies and methodologies utilized in the design, development, and deployment of information technology solutions including vendor evaluations and user involvement.

II. **Required and Supplementary Instructional Materials**

Kavanagh, M. J., Thite, M., & Johnson, R. D. (2012). *Human resource information systems: Basics, applications, and future directions*. Thousand Oaks, CA: Sage Publications.

III. **Learning Outcomes**

Learning outcomes describe the knowledge, skills, values, and attitudes that learners gain as the result of a particular learning experience. Southwestern College Professional Studies has learning outcomes specific to each course and each [undergraduate](#) and [graduate](#) program of study, as well as [institution-wide outcomes](#) related to the mission and vision of the college. Outcomes can help learners and instructors focus on the big picture of the learning experience and can help inform potential employers about a graduate's knowledge and skills.

Upon successfully completing this course, the learner will be able to:

1. Explain the importance of Human Resource Information Systems (HRIS) to the human resources industry and to human resource management within organizations
2. Identify and describe the applications of and functions supported by HRIS in private and public sector organizations.
3. Determine and apply the processes for the technical, operational, and financial feasibility for an HRIS.
4. Demonstrate understanding of the primary elements required for an HRIS project including: leadership, management, systems analysis, development, and implementation.
5. Manage the operations and maintenance of an HRIS along with production of useful reporting and analysis data.
6. Assess the necessity and methods for securing and HRIS.
7. Demonstrate critical thinking and ethical reasoning through effective research, analysis, application, and communication activities required for leading, planning, managing, and using an HRIS.

At the end of the course, learners may vary in their ability to achieve these outcomes. You are more likely to achieve these outcomes only if you attend class and/or online activities as required by the syllabus, complete the requirements for all assignments to the best of your ability, participate actively in class activities and group work as directed, and study diligently for exams.

IV. **Course Policies**

Students are expected to read and abide by the course policies located in the instructor-specific syllabus in the blackboard course.

V. Course Requirements:

Requirements	Number of Assignments	Points Possible	Percent of Grade
Discussion Board	6	300	30%
Part 2: HRIS Systems Assignment	1	100	10%
Part 3: HRIS Systems Assignment	1	80	8%
Part 4: HRIS Systems Assignment	1	100	10%
Part 5: HRIS Systems Assignment	1	100	8%
Final Research Paper	1	300	30%
Final Exam	1	40	4%
Total Points	30	1000	100%

VI. Course at a Glance:

Unit	Reading & Preparation Activities	Graded Work Due
1	<ul style="list-style-type: none"> ○ Click the Start Here link, review the section, and become comfortable navigating the course ○ Read Part 1: Chapters 1 - 3 ○ Participate in the Collaborate session or review the recording ○ Submit Part 1: HRIS Systems Assignment ○ Participate in the Introductions discussion forum 	<ol style="list-style-type: none"> 1. Part 2: HRIS Systems Assignment 2. Unit 1 discussion
2	<ul style="list-style-type: none"> ○ Read Part 2: Chapters 4 - 7 	<ol style="list-style-type: none"> 1. Part 3: HRIS Systems Assignment 2. Unit 3 discussion
3	<ul style="list-style-type: none"> ○ Read Part 3: Chapters 8 - 9 	<ol style="list-style-type: none"> 1. Part 4: HRIS Systems Assignment 2. Unit 3 discussion
4	<ul style="list-style-type: none"> ○ Read Part 4: Chapters 10 - 15 ○ Participate in the Collaborate session or review the recording 	<ol style="list-style-type: none"> 1. Part 5: HRIS Systems Assignment 2. Unit 4 discussion
5	<ul style="list-style-type: none"> ○ Read Part 5: Chapters 16 - 17 ○ Complete Part 6: HRIS Assignment - Apply the knowledge gained from the product reviews and peer critiques to complete the Final Research Paper 	<ol style="list-style-type: none"> 1. Final Research Paper 2. Unit 5 discussion
6	<ul style="list-style-type: none"> ○ Participate in the Collaborate session or review the recording 	<ol style="list-style-type: none"> 1. Final Exam 2. Unit 6 discussion

VII. Other Policies and Requirements

Follow this link to the Southwestern College Professional Studies [Standard Syllabus](#) in Blackboard. You may be required to log in.