



Faculty of Arts and Social Sciences

## Programme Study Plan

### Human Resource Management and Working Life

<b>Programme Code</b>	SGPAR
<b>Programme Title</b>	Human Resource Management and Working Life
<b>Programme Approval</b>	The programme study plan was approved by the Faculty Board of Arts and Social Sciences on 16 June 2016 and is effective from the autumn term of 2017.
<b>Credits</b>	180
<b>Language of Instruction</b>	Swedish
<b>Degree Level</b>	Bachelor
<b>Type of Qualifications</b>	General
<b>Prerequisites</b>	<p>General admission requirements, plus either</p> <ul style="list-style-type: none"><li>- field-specific eligibility A5 (Mathematics 2a or 2b or 2c, Social Studies 1b or 1a1+1a2), or</li><li>- field-specific eligibility 5 (Mathematics B and Social Studies A).</li></ul> <p>Students who choose Business Administration within the programme must verify Mathematics 3b or 3c eligibility before the course start.</p>

### **General information**

The field of knowledge focused on in this programme is the relation between individuals, organisation and working life and the effects of their interaction. The programme is designed for students who plan to work with human resource management as well as for students who are interested in related areas such as qualified investigative, evaluative and analytical work, environmental issues, equality and diversity, education, professional development and organisational changes.

### **Aims and Learning Outcomes**

The aim of the programme is to provide the opportunity for students to acquire the knowledge and skills necessary for independent work in the strategic area of human resource management in a wide sense. To be awarded a Bachelor's degree the student must meet national degree requirements as well as the local programme requirements.

#### National Outcomes

##### *Knowledge and understanding*

For a Degree of Bachelor the student shall

- demonstrate knowledge and understanding in the main field of study, including knowledge of the disciplinary foundation of the field, knowledge of applicable methodologies in the field, specialised study in some aspect of the field as well as awareness of current research issues.

##### *Competence and skills*

For a Degree of Bachelor the student shall

- demonstrate the ability to search for, gather, evaluate and critically interpret the relevant information for a formulated problem and also discuss phenomena, issues and situations critically
- demonstrate the ability to identify, formulate and solve problems independently and to complete tasks within predetermined time frames
- demonstrate the ability to present and discuss information, problems and solutions in speech and writing and in dialogue with different audiences, and
- demonstrate the skills required to work independently in the main field of study.

##### *Judgement and approach*

For a Degree of Bachelor the student shall

- demonstrate the ability to make assessments in the main field of study informed by relevant disciplinary, social and ethical issues
- demonstrate insight into the role of knowledge in society and the responsibility of the individual for how it is used, and
- demonstrate the ability to identify the need for further knowledge and ongoing learning.

### Local Outcomes

For a Degree of Bachelor the student shall

- explain and problematize the organisation, management and conditions of work in terms of different theoretical perspectives, and analyse and discuss their impact on the individual, group, organisation and societal levels,
- relate relevant research and theories in the area to concrete practices and phenomena in occupations and the workplace, and
- evaluate and adopt a critical approach to assumptions, methods and research in the field of human resources, work and employment.

### **Programme Structure**

The programme is divided into three blocks. The first comprises 90 ECTS credits of basic studies. It is followed by broadening studies of 60 ECTS credits in an elective discipline. The programme is concluded by specialised studies of course work 15 ECTS and a degree project 15 ECTS cr.

#### ***Block 1: Basic studies 90 ECTS credits***

The first three terms are foundational and common to all students enrolled in the programme. The students acquire basic knowledge in the area of human resources, organisation and work and are introduced to relevant and current theories in the field. They also practise applying theories. This is done through continuous interaction with mentor companies in the form of case studies. Professional people in the field take part in classes. The students also acquire basic knowledge and skills in data collection and analysis. Knowledge acquisition and application are examined in various ways, individually and in groups, orally and in writing. The basic block is structured as follows:

- 60 ECTS credits in Working Life Science
- 15 ECTS credits in Law
- 7.5 ECTS credits in Business Administration
- 7.5 ECTS credits for Work Placement

#### ***Block 2: Broadening studies 60 credits***

The second block provides the opportunity for the students to develop their knowledge and critical reflection abilities. Students can choose 60 ECTS cr in an elective subject, or 30 ECTS cr in an elective subject in combination with 30 ECTS cr in another elective subject. Psychology, Sociology/Social Psychology and Gender Studies are 60-credit electives. Business Administration and Law are 30-credit electives to be combined with one of the other elective subjects. Students take the standard first-year courses offered in the chosen subjects (G1N and G1F levels).

- 30 or 60 ECTS credits: Psychology, Sociology/Social Psychology and Gender Studies
- 30 ECTS cr: Business Administration and Law.

The students have priority access to one or some of the elective subjects to the extent that it is impossible to guarantee admission to their first choice but they are guaranteed admission to one of the elective subjects.

***Block 3: Specialised studies 30 credits***

In the third block the students deepen their theoretical knowledge in the field of human resources, organisation and working life, develop their knowledge of research methodology and their skills in carrying out a degree project independently. A further central dimension is the opportunity for the students to critically examine and take part in interdisciplinary discussions of ongoing research in the area of working life science, based on the common ground acquired in the first terms combined with the approaches gained in their respective second stage electives.

- 30 ECTS credits in Working Life Science

International cooperation

Students have the opportunity to study abroad in semesters 4 and 5.

**Programme Curriculum**

Note that programme courses may have different titles and be offered in another order than stated.

***Block 1***

*Courses semesters 1 and 2 (random order)*

*Introduction to Working Life Science 7.5 credits*

The aim of the course is twofold: The first objective is to introduce students to the field of working life science, which is defined as the study of the individual at work, and the forms and processes of work. The second objective is to introduce students to academic studies and the formation of academic knowledge.

*The Individual at Work and Modes of Working 7.5 credits*

The aim of the course is that students acquire knowledge of the individual at work and modes of working, the relation between them and to society and societal change. The students are also expected to gain insights into class, gender and ethnicity segregation issues.

*Research Method 7.5 credits*

The aim of the course is that students acquire basic knowledge and skills in investigative and research methodology relevant to working life science issues.

*Basic Organisation Theory I, 7.5 credits*

The aim of the course is that students acquire basic knowledge in organisation theory through the study of different theoretical perspectives on organisation, management and other central aspects of organising.

*Organisation Theory II 7.5 credits*

The aim of the course is that students acquire further knowledge of the organisation of work, its causes and effects. The students should also be able to critically examine different phenomena related to organisation such as leadership, power and resistance, working conditions and attitudes to work from different perspectives.

*Operative Human Resource Management 7.5 credits*

The aim of the course is that students acquire knowledge of the ideas and management of human resources and skills in its application and work procedures.

*Strategic Human Resource Management 7.5 credits*

The aim of the course is that students acquire knowledge of and can explain the relation between human resource management and the content, organisation and change of field of work. The studies are related to national as well as international research and literature.

*Special Course in Working Life Science 7.5 credits*

The aim of the course is that students acquire further knowledge in one area of the working life science field.

Courses term 3 (random order)

*Labour Law 15 credits*

The aim of the course is that students acquire knowledge of the function of labour law in the workplace, practise applying a legal method to assess and solve labour law related issues, and learn about the gradual impact of the EU law on the Swedish labour law.

*Financial Control and Organisation 7.5 credits*

Traditional business administrative components such as accounting and budgeting are treated, along with concepts and models of financial control and the field of human resource and finance.

*Work Placement 7.5 credits*

The aim of the course is that students acquire abilities to reflect and explain the relation between theory and practice as well as apply knowledge in working life science to human resource management area. Students are required to arrange their own placement. An alternative to placement is conducting a project without any link to a specific workplace. The content and form of such a project is decided in consultation with the supervisor.

**Block 2**

Courses terms 4 and 5

The students take the standard first-year courses (G1N and G1F levels) in one of the subjects Psychology, Sociology/Social Psychology, Gender Studies, Business Administration or Law.

**Block 3**

Courses term 6

*Working Life Science Theory 7.5 hp*

The aim of the course is that students acquire further knowledge of the traditional concepts and theories of Working Life Science.

*Methods 7.5 hp*

The aim of the course is that students acquire knowledge of a number of research methods, when, how and why to apply them, and form views on their usefulness in different contexts. The students should also be able to apply the various methods.

*Thesis Work 15 hp*

The aim of the course is that students write a thesis demonstrating their ability to identify and analyse a problem related to the field of working life science.

**Degree Title**

Degree of Bachelor of Social Science

Major: Working Life Science

**Transfer of credits**

According to the *Higher Education Ordinance* (Ch. 6, sections 6-8), students may transfer credits from previously completed university courses subject to approval of the receiving university.

**Additional Information**

The local regulations for the Bachelor and Master levels at Karlstad University stipulate the obligations and rights of students and staff.

Previous versions of the study plan:

2006-12-14, reg. FAK1 2006/190, valid from the autumn of 2007

2010-06-08, reg. FAK1 2010/99, valid from the autumn of 2010

2011-09-08, reg. FAK1 2011/148, valid from the autumn of 2011

2016-02-03, reg. HS 2016/84, valid from the autumn of 2016