

Items for the final examination for HRC MA students

- 1. Human Resources as a complex problem of theory of science. Methodological issues of the research of human resources.*
- 2. Human resources strategy. Staffing in the organisation: the processes of headcount planning, recruitment, selection, on-boarding and downsizing.*
- 3. Please describe the main focuses and tools of the employment policy of the EU.*
- 4. Strategic questions of employee performance management systems in organizations.*
- 5. Key organizational tools of employee motivation. Effective compensation systems.*
- 6. The notion and interpretations of Change Management. Levels of Change Management. Reasons of organisational change. Types and grouping of organizational changes.*
- 7. Introduction of the process and the participants of change. The role of leadership in change processes. Reasons for resistance. Understanding, handling resistance in change processes. Strategies and models of Change Management.*
- 8. The notion of counselling. Models of counselling. Methods of human resource development, characteristics and types of training-centred developments.*
- 9. The notion and impacts of organisational learning. The five principles. Conditions of organisational learning. Comparison of traditional and of learning organisations. Specifications of learning organisations.*
- 10. Choices, categories and transformational options of reasoning about knowledge from an organizational perspective. Difficulties of knowledge sharing.*
- 11. The notion of knowledge management, its contents' changes, dimensions of its evolution and its systems of process.*
- 12. Show the process characteristics of counselling and justify process orientation. Definition and place of counselling in facilitation. The process of human resources counselling. Factors influencing HRC needs of an organization.*
- 13. The role of the counsellor. Basic tasks, skills and competence systems of the counsellor in the process of counselling.*
- 14. The origins and evolution of coaching. The concept, characteristics and types of coaching. Comparing coaching with other types of rendering help and counselling. Essential competency of a coach.*
- 15. The methodological strength of coaching. The process of coaching. Applications of measurement, evaluation and analysis in the process of human resources management.*
- 16. IT supported HRM work and counselling., Concept and components of eHRM. HRM data and applications.*

17. *An up-to-date interpretation of career orientation, the system and components of Life Long Guidance. Characteristics of the career orientation system of a chosen country.*

18. *Theoretical foundations of career-orientation and choosing a career (theories of career guidance) and its effects on the practice of and career counselling.*

19. *The role of self-perception in forming the decision for a career choice, personal traits and characteristics relevant for career choice. Procedures of self-evaluation. Typologies of personality.*

20. *Knowledge of careers as special knowledge required of a counsellor. The importance of being familiar with the work-market for the work of a counsellor. Coherence of these factors.*

21. *Methodological issues of career counselling. Types of counselling.*

22. *Legal regulation of creating equal opportunities and its implementation in the organisation (planning for equal opportunities, balancing work- and family life).*

23. *The importance of tests in the selection process. As an HR expert, please indicate and explain the ideal test score (very low – low – average – high – very high) on each of the Big Five dimensions of personality testing for*

- *department of complaints*
- *department of innovation*

24. *A workplace policy for employees in a special situation – Please present a best practice example!*

25. *Comparative analysis of employing those in a special situation in three different countries*

26. *Please describe the main international trends of HR research referring to current topics reflected in recent publications, conferences and project activities.*

27. *Process, promotion, and significance of work socialization:*

- *from the employee's perspective*
- *from the leader's perspective*
- *from the perspective of the organization.*