Public Management Bachelor Programme

<table>
<thead>
<tr>
<th>Module</th>
<th>02 – Organisation and Human Resources Management II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester</td>
<td>2nd semester (summer semester)</td>
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</tbody>
</table>
| Courses | a) Organisation II (L) 
| | b) Human Resources Management II (L) |
| Workload | 4 SPW 5 credits 150 workload hours (45 attendance hours, 105 self study hours) |
| Admission prerequisites | – |
| Module coordinator | Prof. Dr. Petra Hiller |

### Learning outcomes

**a)** Students will learn to see organisation as a complex process, where the conditions for success can only be controlled to a limited extent. They will be able to analyse new public management reform attempts as a challenge for organisational development and use specific organisational development techniques effectively.

**b)** Students will be familiar with fundamental concepts in personnel development. They will be able to apply selected methods to specific problems and analyse possible effects.

### 2. Recommended prior knowledge and skills

Organisation and Human Resources Management I (module 01)

### 3. Contents

**a)**
- Introduction to organisational development
- Organisational development objectives
- Organisation and environment
- Planned and unplanned change
- Phase models of organisational development
- Change management / organisational development tools and techniques
- Organisational culture

**b)**
- Theories of motivation and work design
- Concepts of teamwork in administration
- Group performance, group dynamics, team development
- Co-determination in the civil service
- Personnel selection
- Employee appraisal
- Personnel management

### 4. Modes of teaching and learning, workload

Lecture with active feedback from students (45 hrs); preparation and revision of lectures (60 hrs); exam preparation (40 hrs).

### 5. Type of examination

Written exam (120 minutes)

### 6. Literature