

# HRM333 Performance Management

**Level:** 3

**Credit Units:** 5 Credit Units

**Language:** ENGLISH

**Presentation Pattern:** EVERY JULY

## **Synopsis:**

Performance management is concerned with managing the conduct of staff to achieve individual, team and organisational goals. It is a broad and complex HR function as it encompasses activities such as joint goal setting, continuous progress review, communication, feedback and coaching for improved performance, implementation of employee development programmes and rewarding achievements. This course examines performance management from an organisational perspective and shows how identifying performance requirements, competencies, providing feedback, coaching, and facilitating career development can deliver positive outcomes for the organisation.

## **Topics:**

- Performance management: concepts, models, principles and practice
- The competencies framework
- Goals and performance standards
- Appraisal techniques
- Absolute vs. relative appraisal
- 360 degree feedback system
- Appraisal bias and error
- Effective appraisal interviewing
- Identifying barriers to high performance
- Managing performance
- Employee engagement
- High performance teams

## **Textbooks:**

: Performance Management 4th ed Chicago Business Press  
ISBN-13: 9780998814087

**Learning Outcome:**

- Articulate the concepts, tools, and processes that facilitate performance management
- Identify the barriers to effective performance
- Appraise the importance of the performance management system in relation to business and organisational outcomes
- Develop the tools to evaluate competencies
- Create a competencies development plan
- Develop and set meaningful goals, objectives for performance

**Assessment Strategies (Daytime Class):**

<b>Components</b>	<b>Description</b>	<b>Weightage Allocation (%)</b>
Overall Continuous Assessment	PRE-COURSE QUIZ 1	1
	PRE-COURSE QUIZ 2	1
	PRE-COURSE QUIZ 3	1
	PRE-COURSE QUIZ 4	1
	PRE-COURSE QUIZ 5	1
	TUTOR-MARKED ASSIGNMENT 1	45
Overall Examinable Components	Written Exam	50
<b>Total</b>		<b>100</b>