

# Claremont Graduate University

## School of Behavioral and Organizational Sciences

### Master of Science in Human Resources Design

*Educating Human Resources Professionals to Become Organizational Strategic Partners*

#### HRD 319 Human Resource Information Systems

Monday 7:00 – 10:00pm

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### **Course Objectives**

- ? Provide students with a basic understanding of HRIS technology, software and applications
- ? Allow students to participate in the development of a PC based HRIS System
- ? Prepare students to manage the HRIS life cycle phases from requirements specifications through on-going administration
- ? Develop an appreciation of where HRIS has been and where it is evolving to

### **Texts**

- ? Meade, James G., The Human Resources Software Handbook, ((Jossey-Bass/Pfeiffer, 2003)
- ? Walker, Alfred J., Editor, Web-Based Human Resources, (McGraw-Hill, 2001)



### **Cases (Available from [www.ivey.ca/cases](http://www.ivey.ca/cases))**

- ? CIBC: Outsourcing the Human Resources Department (A) (2002)
- ? CIBC: Outsourcing the Human Resources Department (B) (2002)
- ? Lucent Technologies: Halting Information Technology Employee Turnover (2001)
- ? ZS Associates (2002)

## **Grading**

Your course grade will be determined as follows:

Cases (4 @ 15% each)	60%
Company Project	25
Class Participation	<u>15</u>
Total	<u>100%</u>



## **Cases**

All cases should be computer generated (14 point Arial font) and discuss the main issues of the case, possible alternatives and reasoning for accepting one alternative over the others. Length should be between three and ten pages (not including exhibits).

## **Company Project**

An analysis of an information technology project currently or recently in progress in your organization could be considered. The write up would be similar to a case, such as those discussed in class. If anonymity is necessary or proprietary information is involved, arrangements can be made.

An analysis of an HR website could be an alternative project. The navigability, friendliness, overall look and feel and other aesthetic and practical functions would be considered.

A comparison of web-based software packages for HR is another type of project. This would include analysis of functions, adaptability, integration with other software, etc.

As with any research project, use of outside resources enhances the paper and subsequent grade

## **Class Participation**

You are expected to attend every class both mentally and physically. Discussion and lecture are important learning tools. If you will miss a class, please notify me as soon as possible before the class.

Date	Topic	Assignment
Mar 20	Introduction to class The HRIS Future	Read Meade ? Introduction Read Walker ? Preface ? Introduction: How the Web and Other Key Trends are Changing Human Resources
27	Web-Based HR: What It Looks Like	Read Meade ? Part One: Getting Started Read Walker ? Part I: Web-Based HR: What it looks like <b>Discuss &amp; Turn in Lucent Technologies case</b>
Apr 3	The Systems Development Life Cycle	Read Meade ? Part Two: Collecting Your Facts Read Walker ? Part II: Designing and Implementing Web-Based HR
10	Design & Implementation	Read Meade ? Part Three: Moving Toward Implementation <b>Discuss &amp; Turn in ZS Associates</b>
17	Software Selection	Read Meade ? Part Four: Looking Over the Low-End Market <b>Discuss &amp; Turn in CIBC (A) case</b>
24	Software Selection	Read Meade ? Part Five: Reviewing the Rest of the Market <b>Discuss &amp; Turn in CIBC (B) case</b>
May 1	Trends	Read Walker ? Part III (pp. 259 – 293) <b>Present &amp; Turn in Company Project</b>

