

**Subject card**

<b>Subject name and code</b>	Recruitment, Selection, and Employee Onboarding, PG_00178783						
<b>Field of study</b>	Management						
<b>Date of commencement of studies</b>	October 2026	<b>Academic year of realisation of subject</b>			2026/2027		
<b>Education level</b>	Master's studies	<b>Subject group</b>			Obligatory subject group in the field of study Optional subject group Subject group related to scientific research in the field of study		
<b>Mode of study</b>	part-time studies	<b>Mode of delivery</b>			at the university		
<b>Year of study</b>	1	<b>Language of instruction</b>			Polish		
<b>Semester of study</b>	2	<b>ECTS credits</b>			7.0		
<b>Learning profile</b>	academic	<b>Assessment form</b>			exam		
<b>Conducting unit</b>	Department of Organisational Behaviour -> Faculty of Management -> Rector						
<b>Name and surname of lecturer (lecturers)</b>	<b>Subject supervisor</b>		dr Marek Kalinowski				
	<b>Teachers</b>						
<b>Lesson types</b>	<b>Lesson type</b>	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	<b>Number of study hours</b>	8.0	32.0	0.0	0.0	0.0	40
	E-learning hours included: 0.0						
<b>Learning activity and number of study hours</b>	<b>Learning activity</b>	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	<b>Number of study hours</b>	40		2.0		133.0	175
<b>Subject objectives</b>	Students have up-to-date knowledge in the field of acquiring employees in the organization, they are familiar with solutions used in organizations in the field of: employment planning, recruitment and selection of job candidates, and onboarding.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[ZARZMU2_W04] The student possesses a deep understanding of human behavior, including individual, group, and organizational dynamics within an organization.	The student describes the principles and methods used by organizations in implementing processes related to employee acquisition, including: employer branding, human resources planning, recruitment and selection of job candidates, and onboarding.	[SW2] presentation/project/paper/report
	[ZARZMU2_U05] The student can identify and correctly apply legal, professional, and ethical standards in business decision-making.	The student creates and applies techniques and tools to identify and meet the organization's staffing needs, taking into account legal, professional and ethical standards.	[SU4] test/exam - oral or written
	[ZARZMU2_W06] The student possesses a thorough understanding of the principles of rational decision-making related to individual resources, functional areas within the organization, processes, and management levels. This understanding is based on a well-structured and theory-supported foundation in management, quality sciences, economics, and finance.	The student describes the relationship between the organization and the employee in the context of recruitment, selection and onboarding of job candidates.	[SW4] test/exam - oral or written
Subject contents	<p>1. Human resource planning the essence of human resource planning, the impact of HR strategy on employment planning, demand and supply for employees, measurement of demand for human resources</p> <p>2. Employer branding personnel marketing on the labor market, types of EB, EB tools</p> <p>3. Recruitment of job candidates - the essence of recruitment, recruitment functions, recruitment alternatives, sources, types and methods of recruitment on the internal labor market, requirements for job candidates</p> <p>4. Selection of job candidates - the essence of selection, selection procedures, requirements profile, selection criteria, the problem of discrimination in employment, selection methods, criteria for choosing selection methods, selection methods: document analysis, job interviews, tests, references, assessment centers</p> <p>5. Onboarding of newly hired employees - the essence and goals of onboarding, types, principles, participating entities and stages of the process, forms of integrating new employees</p> <p>6. Recruitment of candidates on the internal labor market - employee development planning, career path management</p>		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	test	51.0%	60.0%
	project	51.0%	40.0%
Recommended reading	Basic literature	<ol style="list-style-type: none"> <li>1. Armstrong M., Zarządzanie zasobami ludzkimi, Wolters Kluwert, 2018.</li> <li>2. Poczowski A., Zarządzanie zasobami ludzkimi. Koncepcje, metody, wyzwania, PWE, Warszawa 2018.</li> <li>3. Juchnowicz M. (red.), Zarządzanie kapitałem ludzkim, PWE, Warszawa 2014.</li> <li>4. Listwan T. (red.), Zarządzanie kadrami, C.H Beck, Warszawa 2011.</li> <li>5. Mikołajczak W. M., Nowe trendy w rekrutacji pracowników, Kwartalnik Naukowy Uczelni Vistula, 2019; 4(62): 70-88</li> <li>6. Igielski M., Metody selekcji stosowane przez współczesne przedsiębiorstwa w procesie rekrutacji, Studia i Prace WNEIZ US nr 51/2 2018, s. 153-164</li> </ol>	
	Supplementary literature	<ol style="list-style-type: none"> <li>1. Król H., Ludwiczynski A. (red.), Zarządzanie zasobami ludzkimi, PWN, Warszawa 2011.</li> <li>2. Dale M., Skuteczna rekrutacja i selekcja pracowników, Oficyna Wolters Kluwer, Warszawa 2006.</li> </ol>	
	eResources addresses		

Example issues/ example questions/ tasks being completed	
Work placement	Not applicable

Document generated electronically. Does not require a seal or signature.