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| ORIENTATION WEEK  BA (Hons) Human Resource Management | |
| COURSE LEADER WELCOME Dear Students,  As the Course Leader for BA Human Resource Management (CIPD accredited) I would like to welcome you to the University of Westminster.  This first week is a programme of activities to help you to settle into the University, find your way around and make new friends which will help you in your studies. The social aspect of the University is really helpful in terms of your engagement and ultimately your grades.  Best Wishes  Dr Caroline Bolam,  Senior Lecturer,  Course Leader  Email [c.bolam@westminster.ac.uk](mailto:c.bolam@westminster.ac.uk) hEAD OF SCHOOL WELCOME A warm welcome to all of you! You are now part of a friendly, supportive and diverse student community in the heart of London, a truly global city. Your course is based in the School of Organisations, Economy and Society (SOES), a constituent part of Westminster Business School. SOES prides itself on offering innovative courses which combine rigorous academic study with a range of practical and evidence-based skills to enable you to operate effectively in a complex and rapidly changing international business environment. We want to work with you to develop the expertise and confidence needed to build a rewarding career, while having a positive and lasting impact on the organisations and broader environment with which you will work.  Dr Vincent Rich, Head of School  Organisations, Economy and Society  Email: [richv@westminster.ac.uk](mailto:richv@westminster.ac.uk)  We very much look forward to seeing you on **Monday 16th September.** | |
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| |  |  |  | | --- | --- | --- | | **Monday 16th September 2019** | | | | **Time** | **Event** | **Location** | | **10:45 – 11:15** | **Welcome to School of Organisations, Economy and Society** | **Hogg Lecture Theatre**  Marylebone Campus  35 Marylebone Rd, Marylebone, London NW1 5LS | | **12:00 - 13:00** | **Welcome to BA Human Resource Management** | **M219**  Marylebone Campus | | **13:00 – 14:00** | **Social Event/Lunch**  **Meet your FAN** | **M217**  Marylebone Campus | | **14:00 – 15:30** | **Get to know your Campus Treasure Trail** | **M219**  Marylebone Campus |  |  |  |  | | --- | --- | --- | | **Tuesday 17th September 2019** | | | | **Time** | **Event** | **Location** | | 14:00 – 15:00 | **Course meeting** | **C281**  Marylebone Campus | | 16:00 – 16:30 | **Enrolment** | **Marylebone Campus** |  |  |  |  | | --- | --- | --- | | **Wednesday 18th September 2019** | | | | **Time** | **Event** | **Location** | | 11:00 onwards | **Cultural Event**  Trip to the Museum of London | Course leader to confirm meeting place in Course Meeting (17/9/19) |  |  |  |  | | --- | --- | --- | | **Thursday 19th September 2019**  10:00 – 16:00: Arrivals Fair, Ambika P3, Marylebone Campus | | | | **Time** | **Event** | **Location** | | 10:00 – 11:00 | **Introduction to the Library** | **Lab B8**  Marylebone Campus | | 11:00 - 12:00 | Introduction to Blackboard and SRS | **Lab B8**  Marylebone Campus |  |  |  |  | | --- | --- | --- | | **Friday 20th September 2019**  10:00 – 16:00: Arrivals Fair, Ambika P3, Marylebone Campus | | | | **Time** | **Event** | **Location** | | 11:00 – 15:00 | Drop-in session  if you have any queries | **C279**  Marylebone Campus | | |
| READING LIST  Recommended pre course reading for BA (Hons) Human Resource Management  Human Resource Management is a subject that does require a lot of reading. Here is a list of suggested reading compiled from some of your compulsory modules for the next year and some general books which will help you throughout your studies. It is advisable to have a look at them and to get started in your reading, this will help you to do well in your studies. Once you join you will be given reading lists for all your modules, but this is a good place to start.  Cottrell, S (2019), *The Study Skills Handbook*, Basingstoke, Palgrave Macmillan  One of these will get you started for your Human Resource Management Module:  Wilton, N. (2019), *An Introduction to Human Resource Management*, 4th Edition, London: Sage Publications  Torrington, D., Hall, L., Taylor, S. and Atkinson C. (2017), *Human Resource Management*, 10th Edition, Harlow: Pearson Education  This will get you started on Organisational Behaviour, which is another key module for your course and complements the Human Resources knowledge:  Bratton, J., Forshaw. C, Callinan, M., Sawchuk, P. & Corbett, M. (2010), *Work and Organizational Behaviour: Understanding the Workplace*. (2nd ed.) Basingstoke: Palgrave Macmillan.  You may want to wait until you start, but it is a good idea to have a few key text books you can always refer to.  Additional Information  Here are some Human Resource Websites which may be of interest to you:  [www.cipd.co.uk](http://www.cipd.co.uk)  [www.personneltoday.com](http://www.personneltoday.com)  [www.humanresourcestoday.com](http://www.humanresourcestoday.com)  [www.acas.org.uk](http://www.acas.org.uk)  [www.equalityhumanrights.com](http://www.equalityhumanrights.com) | |
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