

## Human Resources Basics - BU224

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**Section:** BU224 816252S Online

**Credit Hours:** 3.00

**Course Description:** Hiring practices, termination and retention policies, reward systems, compensation methods and records retention for use in the Human Resources office.

**WHEN** Start Date: 01/20/2026 End Date: 05/07/2026

**Days:**

Arranged

Arranged

### **INSTRUCTOR**

ANITA KIRKPATRICK

### **BOOKS**

Title: HUMAN RESOURCE MANAGEMENT: GAINING A COMPETITIVE ADVANTAGE 13TH Edition

Author: NOE

Required: Yes