

Global Talent Track (GTT)

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Global Talent Track is a path breaking global education initiative, set up by some of the best minds from the industry, education and technology domains. The venture aims to provide 'quality with scale', through programs delivered across Asia through innovative technologies and compelling content. GTT has partnered with Cisco Systems Inc as the technology partner and Intel Capital, the global investment arm of Intel Inc. and Helion Ventures as major investors. GTT develops and administers support on line training thereby equipping candidates better, to pass the certification test for either COS- F&A or COS-HR certifications.

Course Name - Certificate for Outsourcing Specialists with specialization in Human Resources

Course Description: The course is offered as an optional preparation for IAOP's COS-HR certification. On completing this course a student will be able to understand:

- Outsourcing : An Introduction
- Human Resource Management
- Evolution of Human Resource Management
- Human Resource Planning
- Training & Development Processes
- Career Management and Managing Employees
- Employee Motivation
- Human Resource Laws, Ethical HR Practices
- International Human Resource Management
- Strategic Management
- Corporate Human Resource Management

Course Table of Contents:

1. Outsourcing : An Introduction
 - ❖ Organizations - The Process View
 - ❖ The Role of Information Technology
 - ❖ Outsourcing: Core versus Context
 - ❖ IT Outsourcing
 - ❖ Business Process Outsourcing
 - ❖ Managing the Outsourcing Process
 - ❖ Building a Global Sourcing Organization
 - ❖ New Trends in Outsourcing
2. Human Resource Management
 - ❖ Nature & Scope of Human Resource Management (HRM)
 - ❖ Nature & Scope of HRM -Situation Analysis/Case Study

3. Evolution of Human Resource Management
 - ❖ Evolution of HRM -Situation Analysis /Case Study
 - ❖ HR Sourcing Strategy

4. Human Resource Planning
 - ❖ Work Analysis
 - ❖ Designing and Structuring of Jobs
 - ❖ Recruitment and Selection Processes
 - ❖ Induction
 - ❖ Induction-Situation Analysis

5. Training & Development Processes
 - ❖ Approaches of Training and Development - Measuring Effectiveness

6. Career Management and Managing Employees Appraisals
 - ❖ Performance Management - Need and Benefits
 - ❖ Performance Metrics - Rewards and Recognition
 - ❖ Organization Appraisal
 - ❖ Labor Relations
 - ❖ Feedback System
 - ❖ Employee Separation Systems
 - ❖ Remuneration System and Strategies
 - ❖ Incentive & Performance based Payments
 - ❖ Incentive & Performance based Payments-Situation Analysis
 - ❖ Managing Employee Benefits

7. Employee Motivation
 - ❖ Basics and Myths about Employee Motivation
 - ❖ Motivation-Situation Analysis
 - ❖ Motivation in Action
 - ❖ Employee Relations: Communication with Employees

8. Human Resource Laws, Ethical HR Practices
 - ❖ Introduction to Labor Laws
 - ❖ Industrial Relations
 - ❖ Resolving Disputes
 - ❖ Managing Ethical Issues of HRM & Case Study

9. International Human Resource Management
 - ❖ Introduction and Approach
 - ❖ International Human Resource Management - Situation Analysis

10. Strategic Management Introduction to Strategic Management-Case Study
 - ❖ Difference between Strategic Thinking and Strategic Planning
 - ❖ Strategic Management - Case Study
 - ❖ Challenges of Human Resource Management
 - ❖ Evolution and Limitations of Strategic Management

- ❖ Strategic Management- Situation Analysis
- ❖ Evolving Strategic Role of HRM - Situation Analysis/ Case Study

11. Corporate Human Resource Management

- ❖ Corporate Strategies in HRM
- ❖ Concentration and need in HRM
- ❖ Building and Managing Diversity in the Organization
- ❖ Building a Global Outlook and Managing Internationalization
- ❖ Workforce Stability
- ❖ Managing Retrenchment
- ❖ Business Level HR Strategies
- ❖ Strategic Analysis & Choice
- ❖ Global Human Resource Management

Language: English

Duration of Course: 120 hours

Price: \$350 USD

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Courses delivery: GTT uses blended learning methodology to impart quality education. For the conduct of the courses, a blended learning methodology would be used, which would include

- training by the faculty in a class room (Face to Face),
- e-learning supported by a facilitator in the classroom and
- interactive virtual classroom (WebEx)

Part of the training will be delivered by using online e-learning modules that will comprise of self learning, self assessment, and group projects using the LAN environment in the college premises.