

Access to HE Diploma Assignment Brief (Form AP3)



Provider name:	Sunshine College
Access Diploma title:	Access to HE Diploma (Business)
Unit title and code:	Human Resource Management AJ4/3/AA/03G
Assignment title and number, e.g. 1 of 1 or 1 of 2 etc:	Report on the Human Resource Management function, how organisations motivate their workforce and measure performance Assignment 1 of 2
Assessor name:	Jane Brown

Assignment briefing and mapping to unit:

You will need to select two organisations to study for this unit. The Business Case Studies website has information on the following businesses which might be useful but you will need to conduct further research as well. If you wish to use two other organisations, please discuss your choice with your tutor.

Asda
Enterprise
Macdonalds
Redrow

<http://businesscasestudies.co.uk>

You are to produce a report of approximately 3000 words divided into 3 sections.

The first section is to **explain** the role of the Human Resource Department within one organisation (1.1) and **evaluate** the importance of it to the success of the organisation. (1.2)

The second section is to **explain** the benefits of a motivated workforce (2.1) and to **discuss** critically some of the key motivational theories you have studied in class. (2.2) You will also need to choose one organisation and **evaluate** how it motivates its workforce using different theories (2.3).

The third section requires you to **describe** at least two methods/techniques used to measure employee performance within two of your selected organisations. (3.1) You then need to **evaluate** at least two different appraisal methods used in both your chosen organisations including identifying their effectiveness in highlighting development requirements. (3.2)

This is a report therefore it should include a title page, contents page, headings and sub headings throughout. All work should be clearly referenced and include a bibliography.

Assignment hand out date:	
Assignment submission deadline date:	
Draft(s) permitted: Yes/No <i>If yes, include deadline date(s) for draft(s)</i>	No

Mapping to Unit

This assignment covers the following learning outcomes & assessment criteria.

LO1 Understand the HRM function within a business
AC1.1 Describe the role of HRM within a selected organisation
AC 1.2 Evaluate the importance of the HRM function to the success of the organisation
LO2 Understand how organisations implement motivational theory
AC2.1 Explain the benefits of a motivated workforce
AC2.2 Critically discuss key motivational theories
AC2.3 Evaluate the motivation theories used within a selected organisation
LO3 Understand the methods used to measure employee performance
AC31. Describe at least two methods/techniques used by selected organisations to measure employee performance
AC3.2 Evaluate at least 2 different appraisal methods used by selected organisations, including their effectiveness in relation to identifying development needs.

Grading information for this assignment

Grade descriptor:	1a and c: Understanding of the subject
The student, student's work or performance:	
For a pass:	Meet the assessment criteria to achieve the learning outcomes for the unit
For Merit:	a. demonstrates a very good grasp of the relevant knowledge base c. demonstrates very good understanding of the different perspectives or approaches associated with the area of study Contextualisation:- a very good grasp is one in which you select mostly relevant information and correctly apply it to the tasks to demonstrate your understanding. There may be a few errors or misconceptions and only a little irrelevant information.
For distinction:	a. demonstrates an excellent grasp of the relevant knowledge base c. demonstrates excellent understanding of the different perspectives or approaches associated with the area of study Contextualisation:- an excellent grasp is one in which you select only relevant information and correctly apply it to the tasks to demonstrate an excellent understanding. There should be few, if any, errors or misconceptions and no irrelevant information.
Additional Guidance notes	It is important that you do not simply repeat facts and theories as read, but that you place them in your own words in the context of the tasks set to demonstrate your understanding. The ability to select the relevant information demonstrates your level of understanding of the topic and the tasks.

Grade descriptor:	7: a and b Quality
The student, student's work or performance:	
For a pass:	Meet the assessment criteria to achieve the learning outcomes for the unit
For Merit:	a. is structured in a way that is generally logical and fluent b. puts forward arguments or ideas which are generally unambiguous but which are in a minor way limited or incomplete

	Contextualisation:- the report includes a title page and contents page and there is a logical structure. Most sections of the report clearly flow with headings and subheadings in order to demonstrate fluency of understanding and expression. You discuss several key theories and methods but at times the discussion is limited or incomplete. Your arguments or ideas must generally not have more than one interpretation or meaning and should be convincing. There may, however, be some minor limitations or inconsistencies. The evaluation is evident although it is not always in sufficient depth.
For distinction:	<p>a. is structured in a way that is consistently logical and fluent</p> <p>b. puts forward arguments or ideas which are consistently unambiguous and cogent</p> <p>Contextualisation:- The report is well presented includes a title page and contents page and follows a logical structure. All sections of the report flow and are linked to each other demonstrating fluency of understanding and expression. The discussion of the key theories and methods is excellent. Your arguments or ideas do not have more than one interpretation or meaning and are generally convincing. The critical evaluation is detailed and comprehensive.</p>
Additional Guidance notes	You must be careful to follow the rules for writing a report. If your arguments or ideas are to be unambiguous they should not have more than one interpretation or meaning and they should not be difficult to understand. To be cogent your explanation must be wholly convincing and compelling, with no doubt apparent.

Declaration: I confirm that this assignment is my best attempt and all my own work and that it conforms to the course policy on plagiarism.		
Print name:	Student signature:	Date: