

## 2.1 Introduction to human resource management

# Checklist

## What you should know

By the end of this subtopic, you should be able to:

- define the following terms: (AO1)
  - human resource management
  - workforce planning
  - demography
  - ageing population
  - recruitment
  - training
  - appraisal
  - dismissal
  - redundancy
  - labour mobility
  - immigration
  - flexitime
  - gig economy
  - unemployment
- explain the role of human resource management (AO2)
- distinguish between the internal and external factors that influence human resource planning (such as demographic change, change in labour mobility, immigration, flexitime and gig economy) (AO2)
- analyse the reasons for resistance to change in the workplace (AO2)
- examine human resource strategies for reducing the impact of change and resistance to change (AO3)