



Human Resource Management: In-Basket Exercises for School Administrators

Jerry R. Baker, Madeleine S. Doran

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Research has shown that adult learners prefer a problem solving approach to learning rather than subject centered. This text provides a non-traditional approach to teaching and learning the basics of human resource management through a series of 120 'in-basket' exercises and guided questions. The in-basket exercises focus on real-life problems and issues that confront school administrators on a daily basis. As a result, it scores very high in student interest and satisfaction. A brief history of assessment centers and a synopsis of recognized adult learning theories are also included. Covering 12 HR categories, the exercises are devoted to: recruitment; legal/policy; selection/credentials; collective bargaining; data analysis/budgeting; investigations; employee relations/public relations/counseling; evaluation; contract administration; discipline; planning/problem solving; and grievance(s)/arbitration.

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