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KARACHI UNIVERSITY BUSINESS SCHOOL  
UNIVERSITY OF KARACHI

<u>BBA FINAL YEAR (HR ELECTIVE)</u>	
Course Title	PERFORMANCE & APPRAISAL MANAGEMENT
Course Number	BBA - 616
Credit Hours	03

**Course Contents**

- 1. The Foundations of Performance Management**
  - 1.1. Performance Management - Definition, Concerns and Scopes
  - 1.2. The Management of Performance
  - 1.3. The Essence of Performance Management
  
- 2. Performance Management in Action**
  - 2.1. The IPD Performance Management Survey
  - 2.2. Performance Management in Practice
  
- 3. The Application of Performance Management**
  - 3.1. Performance Management and Development
  - 3.2. Performance Management and Pay
  - 3.3. Performance Management for Teams
  
- 4. Performance Management Processes**
  - 4.1. Measuring Performance
  - 4.2. Agreeing Objectives and Performance Standards
  - 4.3. Competence and Competency Analysis
  - 4.4. 360-Degree Feedback
  - 4.5. Conducting Performance and Development Reviews
  - 4.6. Coaching and Counseling
  
- 5. Developing and Maintaining Performance Management**
  - 5.1. Introducing Performance Management
  - 5.2. Learning about Performance Management
  - 5.3. Evaluating Performance Management
  
- 6. Global Performance Management for International Assignees and Foreign Managers**
  - 6.1. Purpose and Challenges to Managerial and Employee and Performance Management in the Global Enterprise
  - 6.2. Link of Performance Management to the Management of International Assignees and Foreign Manager
  - 6.3. Overcome the Challenges and Improve International Performance System
  
- 7. Conclusions**
  - 7.1. The Reality of Performance Management

**Recommended Books**

1. Michael Armstrong. Angela Baron., Performance Management - The New Realities, Cormwell Press, 1998 - 2000.
2. Richard S. Williams, Performance Management, Thomson, London.
3. Srinivas R. Kandula, Performance Management - Strategies, Interventions, Drivers, (1<sup>st</sup> Edition), Prentice-Hall. USA, 2006.