



# How Human Resources Work In Your Organisation.

C1 – C2  
Module 1

Here's What  
We will be  
Learning in this  
Presentation:



## Summary

- ❑ Role of Human Resources.
- ❑ Explanation of the activities of the Human Resource Department.
- ❑ Role Plays.
- ❑ Exercises.

# Vocabulary

**Retention:** the continued possession, use, or control of something.

**Horizon:** the limit of a person's knowledge, experience, or interest.

**Tentatively:** unsure; uncertain; not definite or positive; hesitant.

**Adhered:** believe in and follow the practices of.

**Plight:** a dangerous, difficult, or otherwise unfortunate situation.

**Tardiness:** the quality or fact of being late; lateness.

WELCOME  
to  
**HUMAN  
RESOURCES**

*The department  
with the personnel  
touch!*