

COURSE TITLE	HUMAN RESOURCE MANAGEMENT
COURSE CODE	10BC2303
COURSE CREDITS	4

Objective:

- 1 To understand the importance of human resource management as a central management function.
- 2 To acquaint the students with Human Resources Management practices and to develop in them the ability to demonstrate them in the corporate world
- 3 To examine and understand the dynamics of modern workplace

Course Outcomes: After completion of this course, student will be able to:

- 1 Define the concept of human resource management.
- 2 Demonstrate the procurement tools for human resource management
- 3 Relate the various important theories of training and development.
- 4 Appraise the basics of compensation and maintenance
- 5 Establish the foundational principles of industrial relations

Pre-requisite of course:N/A

Teaching and Examination Scheme

Theory Hours	Tutorial Hours	Practical Hours	ESE	IA	CSE	Viva	Term Work
3	1	0	50	30	20	0	0

Contents : Unit	Topics	Contact Hours
1	INTRODUCTION TO HUMAN RESOURCE MANAGEMENT Introduction, Meaning, Objectives of Human Resource Management, Importance of HRM, Functions and Process of HRM , HR Manager - Duties and Responsibilities, HR policy- Importance and legal aspects, Recent trends in HRM	5
2	PROCUREMENT OF HUMAN RESOURCE Human Resource Planning, Significance and Process of Human Resource Planning, Job Analysis Process, Job Description & Job Specification, Recruitment: Sources, Methods of Recruitment, Selection: Meaning and steps in selection process, Placement and Induction	9
3	TRAINING AND HUMAN RESOURCE DEVELOPMENT Training- Significance of training, Identification of training needs, Methods of training, Difference Between Training & Development, Designing of Training Program, Evaluation of Training Effectiveness	9

Contents : Unit	Topics	Contact Hours
4	COMPENSATION AND MAINTENANCE Job Evaluation, Concept, Significance, Components of Employee Remuneration- Types of Employee Benefits;, Principal Compensation Issues & Management, Performance Appraisal – Concept and Objectives, Traditional and Modern methods of performance Appraisal, Employee Relations & Concept of Collective Bargaining and Compulsory adjudication	9
5	INDUSTRIAL RELATIONS Meaning and Evolution of Industrial Relations, Concept of Trade Unions, Dynamics of Modern Workplaces, Conflict Management Strategies and Techniques, Effective Negotiation Methods and Practices, DEI- Diversity, Equity and Inclusion in Workplace, HR Analytics, The Occupational Safety and Health Administration (OSHA) and workplace wellness – Industrial Sector Contemporary Workplace Challenges: Downsizing, Retrenchment, and Layoffs	13
Total Hours		45

Suggested List of Experiments:

Contents : Unit	Topics	Contact Hours
1	Issues related to Human Resource Management Issues related to Human Resource Management	15
Total Hours		15

Textbook :

- 1 Human Resource Management (13th ed.), Dessler, G., & Varkkey, B., Pearson Publication, 2017

References:

- 1 Human Resource Management– Text and Cases, Human Resource Management– Text and Cases, Rao, V. S. P., Excel Books, 2010

Suggested Theory Distribution:

The suggested theory distribution as per Bloom’s taxonomy is as follows. This distribution serves as guidelines for teachers and students to achieve effective teaching-learning process

Distribution of Theory for course delivery					
Remember / Knowledge	Understand	Apply	Analyze	Evaluate	Higher order Thinking / Creative
10.00	10.00	30.00	10.00	20.00	20.00

Supplementary Resources:

- 1 Human Resource Management free course on Great Learning
- 2 Principles of HRM video course on FreeVideoLectures.com
- 3 Principles of Human Resource Management on NPTEL+ (IIT Kharagpur)