Human Resource Management

Course Code	21BA2T2	Year	I	Semester	II
Course Category	Core	Branch	Business Administration	Course Type	Theory
Credits	4	L-T-P	4-0-0	Prerequisites	Nil
Continuous Internal Evaluation	30	Semester End Evaluation	70	Total Marks	100

Course Outcomes	
Upon successful completion of the course, the student will be able to:	
CO1	**Analyse** how to strategically plan for the human resources needed to meet organizational goals and objectives.	**L4**
CO2	**Apply** the various functions of HRM and solve practical problems with their knowledge.	**L3**
CO3	**Analyse** various methods of HR planning, recruitment, selection, placement and training.	**L4**
CO4	**Evaluate** the right employee performance and compensation systems.	**L5**
CO5	**Make use** of various industrial relationship policies suitable to different situations.	**L4**

Contribution of Course Outcomes towards achievement of Program Outcomes & Strength of correlations (3-High, 2-Medium, 1-Low)												
	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PSO1	PSO2
CO1	3	-	-	-	-	3	-	3	-	-	-	3	3
CO2	3	-	-	-	-	3	-	3	-	-	-	3	3
CO3	3	-	-	-	-	3	-	3	-	-	-	3	3
CO4	3	-	-	-	-	3	-	3	-	-	-	3	3
CO5	3	-	-	-	-	3	-	3	-	-	-	3	3

SYLLABUS		
Unit No.	Contents	Mapped CO
I	**Introduction to Human Resources Management:** Definition and functions- Scope- Evolution of HRM- Principles-Policies, Strategies - HRM model- Qualities and role of HR manager-Emerging trends in Human resource management.	CO1 CO2 CO3 CO4
II	**Human Resource Planning:** Objectives – process- factors affecting HR planning; Job design and job analysis - Objectives and methods of job analysis; Recruitment -Purpose- Factors influencing- Sources of recruitment; Selection -Significance, Process, Placement, Induction and socialization.	CO2 CO3 CO4
III	**Employee Training:** Significance –Methods- Training procedure- Evaluating effectiveness of training; Management development programmes – Concept- skills to be developed and evaluating its effectiveness; Performance appraisal –Objectives-Methods - Developing and administering an appraisal programme- Limitations to its effectiveness.	CO3 CO2 CO5

IV	**Salary and Wage Administration:** Concept- Wage Structure- Wage and Salary Policies- Job evaluation methods and problems - Incentive payment systems - incentive mechanisms. Safety and welfare management.	**CO4** **CO3** **CO2**
V	**Managing Industrial Relations:** Trade Unions-Employee participation schemes-Collective Bargaining-Managing knowledge work force -Grievances and disputes resolution mechanisms; Quality of Work Life (QWL) - HR audit - Process -HRIS - methods.	**CO1** **CO5**

Case Study Compulsory. Relevant cases have to be discussed in each unit.

Learning Resources
Text Books:
1. Dessler, "Human Resource Management", 10th Edition, Pearson Education. New Delhi.   2. Monappa. A & Saiyaddin M., "Personnel Management", Tata McGrawHill, New Delhi.   3. Pattanyak, "Human Resource Management", Prentice Hall of India, New Delhi.   4. Aswathappa K. (2017), "Human Resource and Personnel Management", 8th Edition, Tata McGraw Hill, New Delhi.
Reference Books:
1. De Cenzo & Stephen P. Robbins, "Personnel/ Human Resource Management", Prentice Hall of India, New Delhi.   2. Edwin B.Flippo, "Personnel Management", McGraw Hill, New Delhi.   3. Rao V.S.P, "Human Resources Management", Excel Books, New Delhi.   4. Singh N.K. "Human Resources Management", Excel Books, New Delhi.   5. Subba Rao P., "Human Resource Management and Industrial Relations", Himalaya Publishing House, New Delhi.
e- Resources & other digital material:
1. http://www.nptelvideos.in/2012/11/human-resource-management-i.html