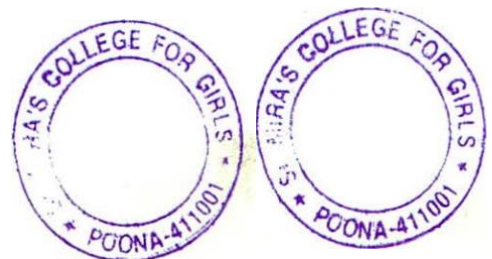


Human Resource Management

Semester III	Subject Code: BB31603	Lectures: 60
Objectives:		
<p>To impart Knowledge regarding different concepts of Human Resource Management          To introduce to the students various contemporary issues under Human Resource Management          To study the importance of Training and Performance Appraisal          To introduce to the students the functional department of human resource management To provide information regarding the Process of Human Resource that ultimately helps overall development of organisation and employees</p>		
Unit 1: Introduction to Human Resource Management		10
<p>Definition, History, Concept, Importance and Functions (Operational &amp; Managerial) of Human Resource Management</p> <ul style="list-style-type: none"> <li>Domestic Vs International HRM              Human Resource Outsourcing- Functions, Reasons, Types              Human Resource Development — Concept, Role ofHRD Professionals, Team building through Management Games</li> <li>Difference between HRM and HRD</li> </ul>		
Unit 2: 1--luman Resources Planning		14
<p>Definition and objectives of Human Resource planning. Process of Human Resource planning, HR Information System, HR Auditing, HR Accounting</p> <ul style="list-style-type: none"> <li>Recruitment- Meaning, Definition. Modern Methods of Recruitment, E- recruitment, Methods, Benefits and Limitations              Selection- Meaning, Process, E-selection, Advantages and Disadvantages.              Case study on Human Resource Planning</li> </ul>		
Unit 3: Training and Development		10
<ul style="list-style-type: none"> <li>Meaning, Definition , Objectives , Needs Analysis, Methods of Training and Evaluation of Training Programme, E- Learning , Requisites, Advantages and</li> </ul>		
<p>Disadvantages</p> <p>Concept of Management Development, Management Development Process and methods, Evaluation of Management Development Programme Case Study on Training Development</p>		



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Unit 4: Performance Appraisal	7
<p>Definition, Importance, Process, Performance Appraisal Methods of Performance Appraisal, Barriers of Effective Performance Appraisal</p> <ul style="list-style-type: none"> <li>E-performance Management- Meaning, Advantages and Disadvantages Case study on Performance Appraisal</li> </ul>	
Unit 5: Wage and Salary Administration	07
<p>Factors affecting wages / Salaries levels, Methods of Wage Payments Profit sharing-Fringe Benefits and Employee services- Wages &amp; Salary Administration</p> <p>Pre-requisites of a good wage Incentive Plan</p> <p>Case study on Wage and Salary Administration</p>	

\*Contact hours — 12 hours

#### Recommended Text Books:

1. Human Resource Management , P. C. Pardeshi  
Human Resource Management Principles and Functions- Govind M.Dumbre, Arun Gaikwad, Success Publication

#### Reference Books:

- Richard Regis, Strategic Human Resource Management and Development
- K. Ashwathappa, Organisational Behaviour
- K. Ashwathappa , Human Resource Management
- V.S. P. Rao, Human Resource Management. Texts and cases
- L.M. Prasad, Human Resource Management
- C. B. Mamoria, Personnel Management p l' mcLtt1 c"

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