



**ORGANISATIONAL BEHAVIOUR & HUMAN RESOURCE
MANAGEMENT
ORGANISATIONAL BEHAVIOUR & HUMAN RESOURCE
MANAGEMENT
[CORE COURSE]**

Semester: II	Credits: 3	Subject Code: BC22001	Lectures: 48
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Course Outcomes:

At the end of this course the learner will be able to,

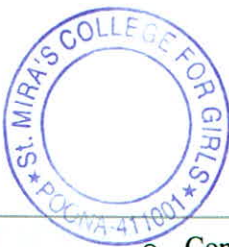
- Comprehend the behaviour of individuals and groups in Organizations and the key factors that influence Organisational Behaviour.
- Relate to the Trends in Organisational Behaviour and their relevance.
- Recognize the Opportunities and Challenges faced by Contemporary Organizations.
- Interpret Human Resource Management and its Significance.
- Recall the Traditional & Modern methods of Procurement and Development of Human Resource.

Unit I: Introduction to Organizational Behavior	12
<ul style="list-style-type: none">• Organizational Behaviour:<ul style="list-style-type: none">○ Definition, Concept and Importance○ Scope of Organizational Behavior○ Models of Organizational Behavior○ Goals of Organizational Behavior○ Fundamentals of Organizational Behavior• Disciplines Contributing to Organisational Behaviour• Challenges and Opportunities to Organisational Behaviour• Organizational Ethics	

Unit II: Trends in Organizational Behaviour	12
<ul style="list-style-type: none">• Cultural diversity:<ul style="list-style-type: none">○ Concept, Importance, Issues related to Cultural diversity, Remedies for addressing diversity issues• Inclusiveness and Gender Equality:<ul style="list-style-type: none">○ Concept, Significance, Steps for Building an Inclusive Workplace, Techniques to improve Gender Equality, examples• Quality of Work Life:<ul style="list-style-type: none">○ Meaning, Objectives, Factors Responsible for QWL, Barriers to QWL• Team Building:	

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<ul style="list-style-type: none">○ Concept, Benefits and limitations, Essentials of effective teams● Learning Organizations:<ul style="list-style-type: none">○ Concept, Nature, Advantages, Need● Creativity in Organisational Decision Making:<ul style="list-style-type: none">○ Concept and Three Stage Model	
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Unit III: Introduction to HRM	10
<ul style="list-style-type: none">● Introduction to HRM-<ul style="list-style-type: none">○ Definition and Concept○ Objectives, Scope, Functions , Importance and limitations○ Role of HR Manager○ Challenges for HRM● E HRM- Meaning, Advantages and disadvantages● Ethics in HRM	

Unit IV: Human Resource Planning, Procurement, Training and Development	14
<ul style="list-style-type: none">● Human Resource Planning:<ul style="list-style-type: none">○ Concept, Definition, Merits & Demerits, process● Recruitment:<ul style="list-style-type: none">○ Concept, Definition, sources of recruitment and their utility in identifying vacancies, methods, E-recruitment,● Selection:<ul style="list-style-type: none">○ Concepts, Definition, Process, Types of interviews and frequently asked interview questions from the candidate at each step and how to answer them, E- selection● Training & Development:<ul style="list-style-type: none">○ Concept, Definition, Importance, Methods, E-Training, Recent trends in Training	

12 hours for Library work, practical or field work or research purposes

Recommended Text Books:
<ul style="list-style-type: none">● Dr. M Latha Natrajan, <i>Organisational Behaviour & Human Resource Management</i>, Thakur Publishing, 2019● C.B.Gupta, <i>Human Resource Management- Text and Cases</i> , Sultan Chan & Sons 2018● C.B.Gupta, <i>Management- Theory and Practices</i> , Sultan Chan & Sons 2019● K. Ashwathappa ,<i>Human Resources Management.</i>, Tata McGraw Hill New Delhi, 2017

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Reference Books:

- J. W. Newstrom, *Organizational Behavior - Human Behavior at Work*, Tata McGraw Hill New Delhi, 12th Edition; 2007
- Fred Luthans, *Organizational Behavior*, McGRAW Hill New Delhi 2010
- K. Aswathappa, *Organizational Behavior Text, Cases and Games*, Tata McGraw Hill New Delhi 2014
- L.M. Prasad Sultan m, *Organizational Behavior*, Chand Publishing Co. New Delhi, 2014
- Stephen Robbins, *Organisational Behaviour 16 e*—Pearson 2018
- L.M. Prasad, *Human Resources Management.*, Sultan and Chand Publishing Co. New Delhi 2018

Websites:

Ugcmoocs.inflibnet.ac.in- Management Concepts and Organisational Behaviour
<https://matterapp.com/inclusiveness/>
<https://www.mckinsey.com/featured-insights/gender-equality#>
<https://www.un.org/en/sections/issues-depth/gender-equality/>

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