

MGT1023	Fundamentals of Human Resource Management	L	T	P	J	C
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Pre-requisite	Nil	Syllabus version				
		1.0				
Course Objectives: To develop the ability to						
<ol style="list-style-type: none"> 1. Provide a thorough understanding of the concepts of Human Resource Management 2. Understand the contribution of Human Resources to organizational effectiveness 3. Apply the various skills learnt in the course to organizational situations 						
Expected Course Outcome: On the completion of this course the student will be able to:						
<ol style="list-style-type: none"> 1. Obtain conceptual level knowledge in HRM 2. Explore various human resource skills required in an organization 3. Apply various skills, procedures and techniques in managing human resources 4. Understand the mandatory labor laws governing human resources 5. Apply various concepts to enhance personal and organizational effectiveness 6. Make use of HRM tools and techniques to achieve competitiveness 						
Student Learning Outcomes (SLO): 1,2,3,6,8,9, 10,19						
Module:1	Introduction	4 Hours				
Evolution and Development of Human Resource Management – Objectives and Functions – HRM in the New Millennium						
Module:2	Acquisition and Absorption I	3 Hours				
Human Resource Planning(HRP) – Need and Importance of HRP in Organizations – HRP Process – Job Analysis – Factors affecting Job Design						
Module:3	Acquisition and Absorption II	3 Hours				
Recruitment – Process – Sources - Selection – Need for Scientific selection – Selection Procedure – Placement, Orientation and Socialization of Personnel						
Module:4	Human Resource Development – I	3 Hours				
Employee Training – Importance – Training Methods – Process of Employee Training						
Module:5	Human Resource Development – II	6 Hours				
Executive Development – Importance – Methods - Career Planning and Development - Basics of Knowledge Management – Knowledge Sharing Culture Performance Management: Performance Appraisal – Process – Methods - Job Evaluation – Process						
Module:6	Compensation and Incentives	6 Hours				
Components of Remuneration – Importance of an Ideal Remuneration System-Incentives and Benefits.						

Maintenance- I: Motivation Perspectives – Welfare Activities - Need for a Safe and Healthy Environment			
Module:7	Maintenance- II	3 Hours	
Managing Separations - Promotion Policies - Nature of Industrial Relations – Resolving Disputes – Concept of Collective Bargaining and Industrial Discipline			
Module:8	Contemporary issues:	2 Hours	
		Total Lecture	45 hours
Text Book(s)			
1.	Aswathappa K (2010), Human Resource Management: Text and Cases, 6 th Edition, Tata McGraw-Hill.		
Reference Books			
1.	Prasad L M (2005), Human Resource Management, Sultan Chand and Sons.		
2.	Khanka S S (2008), Human Resource Management, S.Chand Publications.		
3.	Kenton Barbara and Yarnall Jane (2010), HR – The Business Partner, 2 nd Edition, Elsevier Butterworth-Heinemann.		
Mode of Evaluation: CAT / Assignment / Quiz / FAT / Project / Seminar			
Project			
1.	Project		60 hours
Total Project			60 hours
Recommended by Board of Studies		03-03-2016	
Approved by Academic Council		40	Date 18-06-2016