

Course code	Course Title	L	T	P	C
BMGT102L	Human Resource Management	3	0	0	3
Pre-requisite	NIL	Syllabus version			
		1.0			
<b>Course Objectives</b>					
<ol style="list-style-type: none"> <li>1. To understand the contributions of human resources to organizational effectiveness.</li> <li>2. To apply various concepts of HR to manage the organization effectively.</li> <li>3. To create various HRM concepts to enhance personal and organizational effectiveness.</li> </ol>					
<b>Course Outcomes</b>					
<b>At the end of the course, the students will be able to</b>					
<ol style="list-style-type: none"> <li>1. Appraise and evaluate the basic principles of HRM.</li> <li>2. Develop appropriate HR planning process for effective recruitment and selection.</li> <li>3. Design various skills, procedures, and techniques to retain human resources.</li> <li>4. Evaluate the basic and mandatory labor laws governing human resources.</li> <li>5. Create a safety environment for managing human resources.</li> </ol>					
<b>Module:1</b>	<b>HRM – Overview</b>	<b>6 Hours</b>			
Nature and scope of HRM, evolution and development of HRM, HR philosophy, policies, procedures and practices, dynamics of HRM environment, business ethics and CSR, equal employment opportunity, work force diversity, HR audit and evaluation, e-HRM, and strategic HRM.					
<b>Module:2</b>	<b>Human Resource Planning Process</b>	<b>6 Hours</b>			
Human resource planning and process - forecasting requirements, succession planning, job analysis, job analysis methods, job descriptions, job design, and global talent management.					
<b>Module:3</b>	<b>Recruitment and Selection</b>	<b>6 Hours</b>			
Recruitment process, methods, databases, job posting and bidding, recruitment sources, technology for recruiting, selection tests, interview planning, screening, selection decision, metrics for evaluating the effectiveness of recruitment, and factors affecting the selection process.					
<b>Module:4</b>	<b>Training and Development (T&amp;D)</b>	<b>6 Hours</b>			
Training and development process, training needs, training methods, training and development delivery systems, implementing T&D programs, metrics for evaluating T&D effectiveness, and factors influencing T&D process.					
<b>Module:5</b>	<b>Performance Management and Appraisal</b>	<b>7 Hours</b>			
Performance appraisal process, establishing criteria for performance appraisal, performance appraisal methods and interview, appraisal problems, performance management, career planning and development, employee engagement, executive development, knowledge management, and importance of knowledge sharing culture for organizational effectiveness.					
<b>Module:6</b>	<b>Compensation and Benefits</b>	<b>6 Hours</b>			
Compensation overview, components of direct financial compensation, contextual influences on direct financial compensation, job evaluation, competitive pay structure, indirect compensation benefits - legal benefits, health care plans, retirement plans, workplace flexibility, and employment law.					
<b>Module:7</b>	<b>Employee Relations, Safety, and Health</b>	<b>6 Hours</b>			
Need for a safe and healthy environment, employee union and union structure, welfare activities, nature of industrial relations and labor laws, internal employee relations, resolving disputes, concept of collective bargaining, workplace bullying and violence,					

social networking and employee wellness, physical fitness programs, employee assistance programs, and HR ethical practices.			
<b>Module:8</b>		<b>Contemporary Topics</b>	
		<b>2 Hours</b>	
		<b>Total Lecture</b>	
		<b>45 hours</b>	
<b>Hours</b>			
<b>Text Book(s)</b>			
1.	Gary Dessler & Biju Varrkey, <i>Human Resource Management</i> , 2020, 16 <sup>th</sup> Edition, Pearson Education, India		
2.	Neeru Kapoor, <i>Concept Building Approach to Human Resource Management</i> , 2021, 2 <sup>nd</sup> Edition, Cengage Learning, India		
<b>Reference Books</b>			
1.	Sharon Armstrong & Barbara Mitchell, <i>The Essential HR Handbook</i> , 2019, 10 <sup>th</sup> Edition, Red Wheel/Weiser, USA		
2.	K Aswathappa and Sadhna Dash, <i>Human Resource Management - Text and Cases</i> , 2021, 9 <sup>th</sup> Edition, McGraw-Hill, India		
<b>Mode of Evaluation:</b> CAT, Written Assignment, Quiz, and FAT			
<b>Recommended by Board of Studies</b>		27-05-2022	
<b>Approved by Academic Council</b>		No. 66	Date 16-06-2022