

PAPER CODE: BB305: HUMAN RESOURCE MANAGEMENT

Learning Objectives:

- To provide an overview of the principles, theories and practices of human resource management (HRM) and the linkage between HRM and business strategy.

UNIT - I: INTRODUCTION:

HRM- Introduction, Importance, Meaning, Definition, Nature and Scope of HRM and HRD, Evolution of HRM, Difference between Personnel Management and HRM, Functions, Objectives of HRM, HRM Environment

UNIT- II: HUMAN RESOURCE PLANNING:

Human Resources Planning-Objectives-Importance-HRP Process- Job analysis - Job Description- Job Specification - Job Evaluation - Recruitment-Sources of Recruitment-Selection Process- Placement and Induction

UNIT- III: TRAINING AND DEVELOPMENT:

Training and Development- Objectives and Needs-Training Process-Methods of Training, Career Planning- Performance Management -Definition, Concepts and Ethics-Different Methods of Performance Appraisal.

UNIT- IV: INDUSTRIAL RELATIONS AND INDUSTRIAL DISPUTES:

Industrial Relations and Industrial Disputes: Basic Principles , Reasons for Industrial Disputes – Preventive and Settlement Machinery; Collective Bargaining and its Role-Role of Trade Unions

UNIT- V: EMERGING HR CONCEPTS:

HR Outsourcing - HR Accounting-HR Audit– Organizational Climate, – Components of Organizational Climate – QWL, Determinants of QWL, Talent Management

REFERNCE BOOKS:

1. Decenzo, “Human Resource Management”, 2008, Wiley.
2. Michael Armstrong, “Human Resource Management”, 2010, Kogan Page.
3. Mirza S Saiyadain, Human Resource Management, TMH - 2001
4. Sanghi, “Human Resource Management”, 2010, Macmillan.

Learning Outcomes :

Upon successful completion of the course, students will be able to:

- Understand and identify the key issues and challenges relating to HRM processes and practices
- Acquire a solid theoretical and practical perspective on the key human resource management concepts;
- Identify the linkages between HRM processes and practices and business strategies, structures and culture;