

MBA 2Yrs Syllabus from Admission Batch 2018-19 onwards

2 nd Semester	18MBA203	Human Resource Management	L-T-P 3-0-0	3 Credits	35 hrs
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Course Objectives:

1. To introduce and explain different phenomenon of Human Resource management (HRM).
2. To enrich the students' understanding on HRM , which may enable them to implement the concepts in the workplace.

Module I:

Concept, Definitions and Objectives of Human Resource Management(HRM); Functions of HRM; Process of HRM; Evolution of HRM; Strategic HRM and its role in the organization; Human Resource Planning (HRP):Meaning and Process, Job analysis: Job description and Job specification; Recruitment: Meaning, Sources, Process and Yield; Selection: Meaning and Process, Tests and Interviews, Induction and Socialization.

Module II:

Performance Appraisal: Meaning, Objective, Process and Methods; Potential Appraisal; Biases in performance appraisal; Methods of job evaluation; Meaning of Compensation; Types of compensation; Types of wages and theories; Wage differentials; Pay structure, Wage Law in India, Executive Compensation.

Module III:

Concepts of Career, Career planning process, Career Stages; Training & Development: Concept, Training need analysis and Methods of training (on-the-job and off-the-job training), Evaluation of Training effectiveness; Concepts of Promotion, Transfer and Separation, Organization Citizenship behaviour, HRIS, Competency mapping, talent management, Employee engagement.

Books:

- HRM Text &Cases, Aswathappa,TMH.
- Personnel &Human Resource Management, P.Subba Rao, HPH
- Human Resource Management – VSP Rao , Excel
- Human Resource Management, Jyoti Venkates, Oxford
- HR, Denisi and Sarkar, Cengage.
- HRM &IR – Sahoo and Tripathy, ENKAY, New Delhi