

COURSE SYLLABUS
Semester II
2.5 VSC

Course Title	Human Resource Management
Course Credits	2 Credits
Course Outcomes	After going through the course, learners will be able to
	Understand the role and importance of Human Resource Management in organizations.
	Comprehend Job Analysis and procedure of Recruitment and Selection.
	Asses the techniques of Performance appraisal, Training and development.
	Identify the emerging trends in Human Resource Management.
Module 1 (Credit 1) Introduction to Human Resource Management (HRM) and Human Resource Planning (HRP)	
Learning Outcomes	After learning the module, learners will be able to
	Understand the key terms, concepts and evaluate the significance of Human Resource Management.
	Comprehend the role of Human Resource Managers in contemporary era.
Content Outline	Introduction to Human Resource Management (HRM) and Human Resource Planning (HRP) 1.1 Human Resource Management (HRM) - Definition, Significance, Functions of HRM, Role of HR Managers. 1.2 Human Resource Planning (HRP) – Concept, Importance and HRP Process.
Module 2 (Credit 1) Job Analysis, Recruitment & Selection	
Learning Outcomes	After learning the module, learners will be able to
	Understand the concept of Job Design and Job Analysis and its practical application.
	Develop insights on effective recruitment and selection strategies.
Content Outline	Job Analysis, Recruitment & Selection: 2.1 Job Analysis - Job Description, Job Specification; Job Design. 2.2 Recruitment Sources, Selection Procedure 2.3 Placement and Induction

Assignments/Activities towards Comprehensive Continuous Evaluation (CCE)-

Internal: 50 marks

Sr. No	Assignments/Activities
1	Written Test/ Assignment / Project Report/ Quiz/Debate
2	Group Discussion / Case Study
3	PPT Presentations/Seminars/Workshop/ Any other innovative methods
	Total – 50 Marks

External: NIL

References

- Aswathappa K., Human Resource Management: Text and Cases, McGraw Hill Education (India) Pvt. Ltd.
- Mamoria C.B., Human Resource Management Himalaya Publishing House Pvt. Ltd.
- Mathis R. L., Jackson J. H. & Valentine S. R., Human Resource Management South Western College Publishing.
- Dessler G. & Varrkey B., Human Resource Management, Pearson Education.
- Pattanayak B., Human Resource Management, PHI Learning.
- D.D. Mukherjee (2014). Credit Appraisal, Risk Analysis & Decision Making. Snow White Publications Pvt. Ltd.
- D.D. Mukherjee (2015). Credit Monitoring, Legal Aspects and recovery of Bank Loan. Snow White Publications Pvt. Ltd.