**HUMAN RESOURCE MANAGEMENT**

Course Code: HRM4201 L-T-P-C 3-0-0-3

**Course Objective**

1. To understand the concept of human resource management.

2. To identify and appreciate the importance of Human Resource Management Practices through the entire lifecycle of an employee.

3.To apply insights gained in modifying HR practices to be suitable for context of organization.

4.To develop the ability to deal with modern issues related to manpower planning in an organization.

**Course Content**

**UNIT-I: Human Resource Management**

Basics of HRM; Process and problems with Human Resource Practices; Nature and scope of Human Resource Management, Problems/challenges with Human Resource Practices, HRM Models. SHRM: Introduction, characteristics and scope of SHRM and scope of SHRM, SHRM vs. Conventional HRM, HRE, Human Resource Planning, Process of HRP, HRD: Concept and Importance HRP v/s Human Resource Development.

**UNIT-II: Job Analysis**

Job Analysis: Process of Job-analysis, Job Design: Concept and Importance, Job Description: Concept, nature, and Importance, Job Specification, job Evaluation, Job counselling and Mentoring

**UNIT-III: Recruitment and Selection**

Recruitment & Selection; Recruitment, Sources of Recruitment, Factors affecting Recruitment, Process of Recruitment, Recruitment in the connected world, Selection, Process of Selection- Stages, Socialization, and Induction, Promotions, Demotions, Transfers and separation

**UNIT-IV: Training and Development**

Introduction, Difference between training and development, Types of training, Training Methods & Techniques, Performance Appraisal, Methods of Performance Appraisal, Introduction to compensation management, Objective of Compensation Planning, Incentives and Employee Engagement, Theories underlying Motivation and Remuneration.

**UNIT-V: Employee Safety and Employee Relations**

Employee Safety/ Health, Career, and succession Planning, International Human Resource Management, Basic principles governing International Human Resource Management and the role of culture. Meaning and nature of employee relation and industrial relations

**UNIT-VI: Ethics and CSR Turnaround Management**

Flexible work organizations, Basics of ethics and fair treatment at work, Measures for employee safety at work, Policies for employee safety at work, Corporate Social Responsibility

**Textbook**

Human Resource Management , Dessler, G. & Varrkey B., Pearson Education. 2017.

Human Resource Management – Text & Cases, VSP Rao, Excel Books. 2016.

**Reference Books**

Human Resource Management – Text & Cases, K. Ashwatappa ,Tata McGraw Hill. 2003.

Human Resource Management .Decenzo, D.A., Robbins, S.P., & Verhulst, S.L. 11th eds. Wiley. 2015.