



Gyanmanjari
Innovative University

Course Syllabus
Gyanmanjari Institute of Management Studies
Semester-2 (MBA)

Subject: Human Resource Management – MBAXX12507

Type of course: Major (Core)

Prerequisite:

Any graduate with the basic knowledge of fundamentals of management.

Rationale:

This course exposes students to the critical tasks and functions of Human Resources Management and understands the dynamics and processes of labor management relations. It helps students appreciate relevant tools and techniques to internalize and critical functions of human resources management.

Teaching and Examination Scheme:

Teaching Scheme			Credits	Examination Marks					Total Marks
CI	T	P		C	Theory Marks		Practical Marks		
			ESE		MSE	V	P	ALA	
04	00	00	04	60	30	10	00	50	150

Legends: CI-Classroom Instructions; T – Tutorial; P - Practical; C – Credit; ESE – End Semester Examination; MSE- Mid Semester Examination; V – Viva; CA - Continuous Assessment; ALA-Active Learning Activities.



Course Content:

Sr. No	Course content	Hrs.	% Weightage
1	<p>Nature and Concept of HRM</p> <ul style="list-style-type: none"> • Meaning, Definition and Features • Evolution of HRM • Scope, Objectives and Importance • Functions and Challenges of HRM • Role of HR Manager • Difference between HRM & Personnel Management • Systems Approach to HRM 	15	25
2	<p>Human resources planning</p> <ul style="list-style-type: none"> • Definition and Objectives • Process of Human Resource Planning <p>Recruiting</p> <ul style="list-style-type: none"> • Need and Sources recruitment • Job description and Job specification <p>Selection</p> <ul style="list-style-type: none"> • The selection procedure • The design of application form • Selection methods • The offer of employment and referencing 	15	25
3	<p>Training and development</p> <ul style="list-style-type: none"> • Purpose • Methods training • Methods of Executive Development <p>Performance Management and Appraisal</p> <ul style="list-style-type: none"> • Definition • Purpose of appraisal • Process of Performance Appraisal • Methods 	15	25
4	<p>Compensation Management</p> <ul style="list-style-type: none"> • Objectives of Compensation Planning • Developing a Pay Structure • Principles of Wage and Salary administration, <p>Termination of Employment</p> <ul style="list-style-type: none"> • Retirement • Resignation and termination of contract • Layoff and Exit interviews <p>Case Studies</p>	15	25



Continuous Assessment:

Sr. No	Active Learning Activities	Marks
1	MOOC Students are required to enroll in a MOOC course provided by faculty. They are required to give a quiz based on it. Upload Certificate to GMIU Web portal.	10
2	Poster Making Faculty will provide a topic on which students are required to prepare posters in a Group of Five and upload PDF on GMIU Web portal	10
3	Pros and Cons Faculty will provide a topic that lends itself to the idea of making lists of pros and Cons / advantages and disadvantages for some issue. Student can analyze, evaluate and submit the list on either side and upload it on GMIU Web portal	10
4	Case Study Faculty will provide a topic and Idea related to case study. Students will prepare the solutions on the given case / situation in a group of three and Upload it to GMIU Web portal	10
5	Preparation of HR policy / Compensation Plan Students will prepare HR policy / Compensation Plan Upload it to GMIU Web portal	10
Total		50

Suggested Specification table with Marks (Theory):60

Distribution of Theory Marks (Revised Bloom's Taxonomy)						
Level	Remembrance (R)	Understanding (U)	Application (A)	Analyze (N)	Evaluate (E)	Create (C)
Weightage	30%	30%	30%	10%	-	-

Note: This specification table shall be treated as a general guideline for students and teachers. The actual distribution of marks in the question paper may vary slightly from above table.



Course Outcome:

After learning the course, the students should be able to:	
CO1	Understand the basic concept, function and processes of Human Resource Management
CO2	Design and formulate various HRM Processes (Recruitment/selection/job analysis etc.)
CO3	Evaluate the Training and Appraisal practices in the global arena
CO4	Identify compensation and employment termination methods to felicitate internal changes.

Instructional Method:

The course delivery method will depend upon the requirement of content and the needs of students. The teacher, in addition to conventional teaching methods by black board, may also use any tools such as demonstration, role play, Quiz, brainstorming, MOOCs etc.

From the content 10% topics are suggested for flipped mode instruction.

Students will use supplementary resources such as online videos, NPTEL/SWAYAM videos, e-courses, Virtual Laboratory

The internal evaluation will be done on the basis of Active Learning Assignment

Practical/Viva examination will be conducted at the end of semester for evaluation of performance of students in the laboratory.

Reference Books:

1. Dessler, Gary Human resource management/Gary Dessler. 13th ed. ISBN-13: 978-0-13-266821-7(hardcover: alk. paper) 2013
2. Aswathappa- Human Resource Management (Tata McGraw-Hill) HR and PM, 2003, 3rd ed.
3. Mamoria, Mamoria & Gankar- Dynamics of Industrial Relations in India, Himalaya.
4. V.S.P. Rao- Human Resource Management, Excel Book
5. Ivansevich- Human Resource Management (Tata McGraw-Hill)
6. A.K.Singh, B.R.Duggal, Puneet Mohan- Human Resource Management and Development (Sun India Publication, 2004).

