

BM2102: Human Resource Management

Course Objectives:

- This course will enable the students to develop a clear understanding of the concepts, methods, techniques, and issues to manage human resource.
- It will help to understand how the human assets are being put to use in the service of organizational objectives and will help the students to recognize the manager's changing role, and
- It will emphasize the real-time HR challenges and the HRM strategies used to address them.

Course Contents:

- Introduction to HRM:** Nature and Scope of HRM, Importance of HRM, Evolution of HRM, Objectives & Challenges of HRM, Different models of HRM
- Human Resource Planning:** Process of Human Resource planning, Forecasting Demand and Supply, Job Design and Analysis, HRIS
- Recruitment & Selection:** Internal and External sources of Recruitment, Steps in Placement and Selection Process, Selection test and Interview, Orientation Program
- Training and Development:** Training and Development Approaches, Steps to Training & Development, Difference between Training & Development, Steps to Training & Development, Career Planning, Assessment Centre
- Compensation Management:** Methods of Job Evaluation, Components of Pay Structure, Factors influencing Compensation levels, compa-ratio and pay-adjustment matrix, Incentives, Profit Sharing, ESOPs, Benefits – Safety, Health, Retirement etc., calculation of variable pay
- Performance Management:** Performance management – concepts and process, goal setting, rating methods and rater errors, feedback – giving and receiving, potential appraisal through competency frameworks and assessment centers
- Labour Relations:** Trade Unionism, Collective Bargaining, Legal Framework of HRM
- Challenges in HRM:** Knowledge Management, Virtual Organization, Learning Organization; HRM in IT organization

Text Book

- Human Resource Management – A South-Asian perspective, Mathis, Robert L. Jackson, John H., Cengage publication

Reference Books

- Principles of Human Resource Management, Snell and Bohlander Cengage
- Human Resource Management – Text and cases Pande and Basak, Pearson
- Human Resource Management – Text & Cases VSP Rao, Excel Books
- Human Resource Management, Seema Sanghi, Vikas Publications