

B.COM. SEMESTER – 6

5	DSE – 2	Human Resource Management – 2
----------	----------------	--------------------------------------

Name of the Course: **Human Resource Management – 2**

Course credit: **03**

Teaching Hours: **45 (Hours)**

Total marks: **100**

Objectives:

The objective of the course is to acquaint students with the techniques and principles to manage human resource of an organization and to create an understanding of the various policies and practices of human resource management

Unit	Content	No. of Lectures
1	TRAINING AND DEVELOPMENT: <ul style="list-style-type: none"> - Introduction-Meaning-definition and Concept - Objectives-Importance and Benefits of Training - Identifying Training needs and Designing Training - Nature and Types of Training - Methods of Training to HR - Guiding suggestions for Effective Training - Training and Development –A Comparative study - Training and Development methods to Managers-Management-Board - Methods of Evaluating Training and Development and Effectiveness - Management Development-Career Development-Potential Evaluation 	11
2	MANAGING EMPLOYEE BENEFITS AND WELFARE SERVICES: <ul style="list-style-type: none"> - Introduction-Meaning and Concept - HR Welfare-Meaning-Definition-Aims-Objectives-Need-Importance - HR Welfare Scope and Activities - HR Health and Safety –steps and legal provisions - Social Security-Meaning-Objectives-Ways-Means-Affecting Factors - Social Security-Indian scene 	11
3	INDUSTRIAL PSYCHOLOGY AND INDUSTRIAL RELATIONS: <ul style="list-style-type: none"> - Introduction - Industrial Psychology: <ul style="list-style-type: none"> ➤ Meaning-Definition-Aims and Objectives- ➤ Importance-Specific Principles-Scope - Industrial Relations: 	12



	<ul style="list-style-type: none"> ➤ Meaning-Definition-Aims and Objectives-Importance ➤ Contents (Components) - Participants-Causes and Effects ➤ Different Aspects and Scope 	
4	INDUSTRIAL DISPUTES AND TRADE UNIONS: <ul style="list-style-type: none"> - Introduction - Industrial Disputes: <ul style="list-style-type: none"> ➤ Meaning-Nature and Forms-Causes and Effects-Steps to Resolve ➤ Disputes- Grievance-handling and redressal-Legal provisions and ➤ Preventive Measures - Trade Unions: <ul style="list-style-type: none"> ➤ Meaning-definition-Origin and Importance-Types-functions and ➤ Activities- Indian scene (Activities-weaknesses-reason of slow ➤ Development- suggestions and legal provisions) 	11
Total Lectures		45

SUGGESTED READINGS AND REFERENCE BOOKS:

1. Gary Dessler. A Framework for Human Resource Management Pearson Education
2. DeCenzo, D.A. and S.P. Robbins, Personnel/Human Resource Management, Pearson Edu.
3. Bohlendar and Snell, Principles of Human Resource Management, Cengage Learning
4. Ivancevich, John M. Human Resource Management. McGraw Hill
5. Wreather and Davis. Human Resource Management Pearson Education
6. Robert L. Mathis and John H. Jackson Human Resource Management Cengage Learning
7. TN Chhabra, Human Resource Management, Dhanpat Rai & Co., Delhi
8. Biswajeet Pattanayak, Human Resource Management, PHI Learning
9. Neeru Kapoor, Human Resource Management, Taxmann Publication
10. Aswathappa K. Human Resource and Personnel Management Tata McGraw Hill, Delhi,
11. Tiwari T.D. & Chauhan P.L." Emerging Issues in HRM " Shanti Prakashan, Delhi
12. Tiwari T.D. & Chauhan P.L." Framework of HRM and Industrial Relation" Shanti Prakashan, Delhi

Note: Latest Editions of the above books may be used.

