

## **MBG5108 HUMAN RESOURCE MANAGEMENT**

Course Code	MBG5108	Semester	I
Course Title	<i>HUMAN RESOURCE MANAGEMENT</i>		
Credits	3	Type	Core

**This course focus on the development of Human Resource Management skills such as written communication and procedures, negotiation, ethical/legal actions, problem-solving and decision making which are important both in entrepreneurship and employment.**

### **Course Description**

The course provides the student the basic knowledge about the management of human resources and industrial relations. The focus is on organization or enterprise issues in the management of human resources and the changing role of Human Resource and Industrial Relations.

### **Course Outcome**

By the end of the course, students will obtain the following course/learning outcome:

Knowledge gained:

- Understand the importance of human resources and their effective management in organizations
- Awareness of employee health, safety, and welfare.

Skills Gained:

- Analyze the key issues related to administering the human elements such as acquisition, training, development, appraisal, compensation, career planning, diversity, and ethics
- Learn the different tools used in forecasting and planning human resource needs

Competency Gained:

- Understand the industrial relations system at the national and international levels and record governmental regulations affecting employees and employers.

### **Course Structure**

Module I Human Resource Management in Organizations – Definition – Functions – Changing Role of Human Resource Management in India – Human Resource Manager – role & functions. Analysis and Designing of Jobs – Human Resource Planning –Current Trends in Human Resources Management.

Module II Human Resource Recruitment – Recruitment and Selection – Induction and Placement – Training and Development – Transfers and Promotions – Changing role of HRD in Management of Organization- Performance Appraisal – Designing of Effective Performance Appraisal Systems.

Module III Job Evaluation and merit rating – Compensation Management – Characteristic of good compensation plan - Wages and Salary Administration – Monetary Incentives

– National Wage Policy – Executive compensation- Occupational health, safety and social security- Participation of Decision Making Process – Quality Circles – TQM.

Module IV Industrial Relations – IR system in the Indian environment – ILO and Tripartite Bodies in India – Trade Union Movement in India – Recognition – Problems – management of Trade Unions –Trade Union Act, 1926

Module V Employee Grievances – Grievance procedure- Settlement of grievance sin Indian Industry- Collective Bargaining –Workers Participation in Management – Experience in different countries – Indian experience – Industrial Relations in the Present context- Essentials of Sexual harassment against women in the workplace (Prevention, protection and Redressal) Act, 2013.

### Testing & Evaluation (if any)

- Assignments
- Case analysis/ Problems
- Seminar/Project
- Discussions/ Group activity
- Internal Tests

### References

1. Dressler Gary (1999), Human Resource Management, Prentice Hall of India.
2. Mahapatro (2014), Human Resource Management, New Age
3. Greg Stewart (2012), Human Resources Management, John Wiley
4. Human Resources Management, Ivancevich John M, Irwin McGraw Hill
5. <https://www.classcentral.com/course/swayam-human-resource-development-14113>
6. <https://www.classcentral.com/course/swayam-principles-of-human-resource-management-5339>
7. <https://www.youtube.com/watch?v=Nhzziqorkh0>
8. <https://www.youtube.com/watch?v=mE51hXXJkq4>
9. <https://www.youtube.com/watch?v=kBSfxbv7CcM>
10. <http://www.mim.ac.mw/books/Armstrong's%20Strategic%20Human%20Resource%20Management.pdf>
11. <https://www.ftms.edu.my/images/Document/MOD001180%20%20Managing%20Human%20Resources/Revision%20HR%202.pdf>