

Programme	: M. Com	
Course Code	: COO 318	Title of the Course: Human Resource Development.
Number of Credits	: 4	
Effective from AY	: 2018-19	

Prerequisites:	Students have studied B. Com and basic understanding of Human Resource Management.
Need, Description, and Objectives	<p>Employees are the most valuable assets in all organizations and for this reason, effective development of human resources is essential for every company. Human resources helps in structuring teams, it builds the organisations culture and it helps people with engagement and development. Human resource development creates a lot of difference in enhancing the productivity of the employees</p> <p>Course covers the conceptual and various techniques of performance evaluation of human resources.</p> <p>To make students aware of how an organization acquires rewards, motivates, uses, and generally manages its people effectively. The course also introduces various practices and techniques for evaluating performance, coaching and mentoring people, and performing the wide range of other people related duties of a manager in today's increasingly complex workplace.</p>

Content:	UNIT 1: Human Resource Planning and Recruitment	12 hours
	<p>Human Resource Planning- Meaning, Definition, Objective, Need, Scope and benefit of Human Resource Planning- Process of human resource Planning – Recruitment and Selection – Meaning – Definition – Need- Sources of recruitment: External & Internal – Factors governing recruitment – Recruitment process of internal v/s external recruitment- Advantage and Disadvantages- Selection process – types of interview and common Interview problems. Job Analysis – Job description and Job Specialization- Job Enlargement and Job enrichment.</p>	12 hours
	UNIT 2: Direct and Indirect Compensation and Pay for Performance <p>Direct compensation: Wage and Salary – Traditional Approach to compensation: Internal Equity and External Equity, Indirect Compensation: Employee Benefits. PFP - Determinants of effective PFP, Problems with PFP, legal implications of PFP and steps in selection of a PFP system.</p>	12 hours
	UNIT 3: Training and Performance Appraisal	
	<p>Training & Performance Appraisal – Training: Meaning, Definition and Importance of training, Training process – Methods and techniques of training. Performance Appraisal: Meaning, Definition and Objective of performance appraisal, Appraisal Process and Methods of Performance Appraisal, Problems encountered in Performance Appraisal. Career Planning, Succession planning, Employee counseling, coaching, mentoring and HR audit.</p>	12 hours
	UNIT 4: Leadership, Motivation, Empowerment, and Participation <p>The nature of leadership, Behavioral approaches to leadership styles and Contingency approaches to leadership. Motivation – Motivational drives, Human needs – Theories of motivation and The Expectancy Model. The nature of Empowerment and Participation, participative process and impact</p>	

	on managerial power, programs for participation and case studies.	
Pedagogy:	the methodology used in the class will combine lectures, discussions and seminars. Lectures will cover the fundamental aspects, concept on each topic. Discussions will bring clarity and different productive views. Finally, seminar will give the enhance the analytical skills.	
Reference / Readings:	<ol style="list-style-type: none"> 1. Ashwathappa, K.Human Resource Management. 6. s.l. : Mc Graw hill.2006 2. Ashwathappa, K. Organisational Behaviour. s.l. : Himalaya Publishing House, 2005 3. Dessler, Gary.Human Resource Management. 9. s.l. : Prentice Hall.2008 4. Bhatia, S. K.International Human Resource Management. s.l. : Deep & Deep Publications Pvt. Ltd.2008 5. Michael, Dr V P.Human Resources Management and Human Relations., Himalaya Publications.2009 6. Newstrom, John W.Organisational Behaviour. 12. s.l. : Mc Graw Hill.2008 7. Bernardin, H. John.Human Resource Management-An experimental approach Mc Graw Hill.2009 	
Learning Outcomes:	Enhance students' knowledge, skills and understanding. Provide good career opportunities and also enable the students how to work with people, conflict resolutions, etc. Improve ability to communicate and dealing effectively to the people.	

