

LESSON PLAN

Subject: HRM 506: HUMAN RESOURCE DEVELOPMENT

Lecture hours: 60

Objective: The objective of the course is to make student aware of the concepts, techniques and practices of human resource development. This course is intended to make students capable of applying the principles and techniques as professionals for developing human resources in an organization

Sl. No	UNIT & OBJECTIVES	No. of Lecture Hours	Methodology/Instructional techniques	Evaluation/learning confirmation
UNIT I	Module 1: Human Resource Development Introduction to HRD – Recent trends & challenges in HRD – Personality quotient – Emotional quotient/Intelligence – Changing view of Global HRD and the use of computer and the internet (HRIS)	7 Hrs		
1.	Introduction to HRD –	1	Lecture	Question and Answer
2.	Personality quotient –	1	Lecture	Question and Answer
3.	Emotional quotient/Intelligence	1	Lecture	Question and Answer
4.	Changing view of Global HRD	1	Illustrations	Illustrations
5.	use of computer and the internet (HRIS)	1	Lecture	Question and Answer
6	Recent trends & challenges in HRD –	1	Lecture	Question and Answer
7	Emotional quotient/Intelligence	1	Illustrations	Illustrations

UNIT II	Module -2: Training and Development Orientation and training - Orienting employees - Training process - Training needs analysis - Training techniques - Evaluating effectiveness of training (efforts) including ROI through productivity enhancement - Methods of training - Sensitivity training - Case study - Role play - Business game - In basket exercise - Designing training program. Development: Nature and purpose of management development - Managerial on-the-job training - Job rotation and management - Off the job management development techniques - Computerised managerial assessment and development program	16		
8	Orientation and training	1	Lecture	Question and Answer
9	Induction and Training	1	Illustrations	Illustrations
10	- Orienting employees	1	Role Play by Students	Illustrations
11	Training process	1	Illustrations	Illustrations
12	Training needs analysis	1	Flipclass room	Illustrations
13	Training techniques	1	Lecture	Question and Answer
14	Evaluating effectiveness of training (efforts)	1	Lecture	Question and Answer
15	ROI through productivity enhancement -	1	Illustrations	Illustrations
16	Methods of training	1	Lecture	Question and Answer
17	Sensitivity training - Case study - Role play - Business game - In basket exercise -	1	Activity	Activity
18	Designing training program	1	Activity	Question and Answer

19	Development: Nature and purpose of management development	1	Lecture	Question and Answer
20	Management – Need for Managers –Types of Managers – Managerial Roles	1	Lecture	Question and Answer
21	– Managerial on the-job training –	1	Lecture	Question and Answer
22	Job rotation and management – Off the job management development techniques	1	Lecture	Question and Answer
23	Computerised managerial assessment and development program	1	Lecture	Question and Answer
UNIT III	Module 3: Organisational Development Introduction – Definition and concept – Characteristics – Operational goals of OD – Conditions for OD success – Phases of OD – Techniques of OD – Benefits and limitation – What is a change process? Types of change – Managing resistance	8		
24	Introduction- Definition and concept	1	Illustrations	Illustrations
25	Characteristics – Operational goals of OD	1	Illustrations	Illustrations
26	Conditions for OD success-- Phases of OD	1	Illustrations	Illustrations
27	Techniques of OD	1		
28	Benefits and limitation	1	Illustrations	Illustrations
29	Types of change	1	Lecture	Question and Answer
30	Managing resistance	1	Animation /Videos	Question and Answer
31	What is a change process?	1	Movies Reviews	Question and Answer
UNIT	Module 4: Managing Quality and Productivity	10		

IV	<p>TQM: Meaning – Definition – Importance – TQM Gurus.</p> <p>QC: Meaning – Organisational structure of Quality circles – Merits and Demerits of Quality circles.</p> <p>Team Development – Nature of teams and types of teams – Techniques used in building team performance.</p> <p>ISO 9000 series – Registration of ISO 9000 – steps for registration.</p> <p>Alternative work arrangements.</p> <p>Quality of Work Life: Meaning – Specific issues in QWL – QWL and productivity – Strategies for improvement of QWL.</p>			
32	TQM: Meaning – Definition, Importance – TQM Gurus.	1	Lecture	Question and Answer
33	QC: Meaning – with Case study of BEML In India	1	CASE Study Discussion.	Question and Answer
34	Organisational structure of Quality circles –	1	Lecture	Question and Answer
35	Merits and Demerits of Quality circles	1	Illustrations	Illustrations
36	Team Development, Nature of teams and types of teams –	1	Illustrations	Illustrations
37	Techniques used in building team performance	1	Lecture	Question and Answer
38	ISO 9000 series – Registration of ISO 9000	1	FLIP CLASS	Illustrations
39	– Steps for registration. Alternative work arrangements	1	Illustrations	Illustrations
40	Quality of Work Life: Meaning –	1	ROL-EBSCO	Illustrations
41	QWL and productivity – Strategies for improvement of QWL.	1	Illustrations	Illustrations
42	Specific issues in QWL	1	Illustrations	Illustrations

UNIT V	Module 5: Transactional Analysis 12 Hrs Definition – Origins – Philosophy of TA – Goals – What Is TA? 6 Key Concepts – Ego States – Transactions – Cross – Parallel – Ulterior. Strokes – Different Types – Negative Strokes – Strokes Economy. Life Positions – I am OK you are OK and Others – Its Relevance to Managers – Co Relative with Self- Esteem – Attitudes.	12		
43	Definition – Origins	1	Lecture	Question and Answer
44	Philosophy of TA – Goals	1	Lecture	Question and Answer
45	What Is TA?	1	Activity	Activity
46	6 Key Concepts	1	Lecture	Question and Answer
47	Ego States	1	Lecture followed by VIDEOS	Question and Answer
48	Transactions	1	Lecture	Question and Answer
49	Cross – Parallel – Ulterior.	1	Illustrations	Illustrations
50	Strokes – Different Types	1	Lecture	Question and Answer
51	Negative Strokes – Strokes Economy.	1	MOVIES Discussion	Question and Answer
52	Life Positions	1	Lecture	Question and Answer
53	I am OK you are OK and others	1	Lecture	Question and Answer
54	It's Relevance to Managers- Co Relative with Self-Esteem – Attitudes.	1	Lecture	Question and

				Answer
UNIT 6	Module 6: Ethics in HRM 7 Hrs Human resource system, human resource management practice and ethical implications, individualism Vs Collectivism in Human resource management practices. Prevention of sexual harassment in the workplace	7	Lecture	Question and Answer
55	Human resource system	1	Activity	Activity
56	human resource management practice	1	Lecture	Question and Answer
57	ethical implications	1	Lecture	Question and Answer
58	Individualism Vs Collectivism in Human resource management practices.	1	Hofstede Case	Question and Answer
59	individualism Vs Collectivism in Human resource management practices		Lecture	Question and Answer
60	Prevention of sexual harassment in the workplace	1	Lecture	Question and Answer

Skill Development:

(These activities are only indicative, the Faculty member can innovate)

1. Design a training programme to train (a) Sales person; (b) Machine operator; (c) Accountant.
2. Give examples of use of computer and internet in HRD.
3. Report on alternative work arrangement in any company in the IT Sector.
4. Study the concept of Quality of Work Life in any organisation.

Books for Reference:

- ❖ Beauchamp Tom L: Ethical Theory and Business, Prentice Hall.
- ❖ Jean Marleen: Performance Oriented HRD.
- ❖ Mahesh V S: Thresholds of Motivation, Tata McGraw Hill.
- ❖ Pandey: HRD.
- ❖ Rao & T. V. Verma: HRD.
- ❖ Rao M G, Mintty B. S. & Rao K. K: Personnel Management – Text & Cases.
- ❖ Singh B P & Chabra T N: Personnel Management & Industrial Relations.

❖ SubbaRao P& Rao V S P: Personnel / HRM: Text, Cases & Games

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Approved By: