

OBE based Teaching Lesson Plan 2019-20

Program: BCom (Professional)

Course Name: HUMAN RESOURCE MANAGEMENT

Course Code: C4 15 MC 602

Semester: VI

Lecture hours: 60

Faculty in-charge: Dr. Ritty Francis

Course Outcome No.	Course Outcomes	T level Indicator
CO1.	Explain the meaning, functions and Process of HRM and reasons, merits and demerits of Attrition.	T2
CO2.	Illustrate the process of HR planning, Recruitment, selection and Induction of a hypothetical organization.	T4
CO3.	Compare and contrast the Training methods and techniques adopted by any two organization and evaluation of training programme.	T4
CO4.	Distinguish between Traditional and modern method of Performance appraisal system in the context of Career Planning and Development and succession planning.	T6
CO5.	Justify the Design of Compensation and rewards in alignment with Job Evaluation	T3
CO6.	Develop a process of HR Audit and Audit Report of a hypothetical organization	T5

Module No. & Topics Covered	Course Outcome No.	No. of Lecture Hours	Pre-Class Activity	Instructional techniques	Assessment	T level

<p>Module 1: Brief Introduction to Human Resources Management (HRM) HRM - Meaning, Importance, Objectives, Functions, Processes Systems Approach to HRM - Structure of the HR department, Meaning and reasons for Attrition, Merits and De-merits of Attrition</p>	CO1	8 Hrs	Web link to videos	Lecture and Interaction	Discussion	T2
<p>Module 2: HR Planning, Recruitment, Selection and Induction HRP: Objectives, Need and Benefits, Process of HRP, Challenges in HRP. Recruitment: Definition, Objectives, factors affecting recruitment, sources and techniques, modern recruitment practices Selection: Meaning and definition, significance, selection procedures, recent trends in selection Placement: Meaning and definition Induction: Meaning, definition, process and importance</p>	CO2	14 Hrs	Case study to be read	Lecture and Interaction	Case study analysis Discussion on various traits of eminent personalities	T4
<p>Module 3: Training & Development Meaning, Importance, Benefits, Need, Objectives, Identification of Training Needs, Training Methods & Techniques, Evaluation of Training Programmes, Training Management Systems & Processes</p>	CO3	10 Hrs	Video on methods of training	Lecture and Interaction	Analyze the characteristics and components of attitudes	T4

<p>Module 4: Performance Appraisals and Career Management Performance Appraisal: Meaning, need, objectives, uses, process, methods (Traditional and Modern methods), essentials of a sound appraisal system, problems of performance appraisal Career Planning & Development: Definition, need and importance, career stages, process of career planning and development. Establishing a career development system – actions and pre-requisites Succession planning: Meaning and importance, Differences in HRP and Succession Planning.</p>	CO4	10 Hrs	video on performance appraisal	Lecture and Interaction	<p>Discussion on the characteristics of an individual group and its cohesiveness</p> <p>Discuss the leadership style of any leader</p>	T6
<p>Module 5: Compensation and Reward Management Job Evaluation: Meaning, Importance and Techniques, Compensation: Meaning, definition, concepts and objectives, Importance of an ideal compensation plan, recent trends in compensation management, Principles and methods of compensation fixation. Rewards: Meaning and Importance, Types of Rewards – monetary and non-monetary rewards.</p>	CO5	8 Hrs	Handouts	Lecture and Interaction	Analyze the organizational culture and climate in any industry	T3

<p>Module 6: Human Resource Auditing</p> <p>10 Hrs</p> <p>Need and Purpose, benefits, process, approaches to HR Audit, phases involved in HR Audit, Audit Reports - meaning.</p>	CO6	10 Hrs	Handout on HR audit	Lecture and Interaction	Discussion	T5
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Continuous Internal Assessment –

- Power point presentation in class on the given topic.
- Assignments on various topics to be uploaded on AMS.

Books for Reference:

- C. B. Memoria: Personnel Management.
- David Bell: Personnel Management.
- David R Hampton: Modern Management issues and Ideas.
- Deepak Kumar Bhattacharya: Human Research Management
- K. Aswathappa: Human Resource & Personnel Management.
- K. K. Aheja: Personnel Management.
- Michael Porter: HRM and Human Relations.
- T. N. Chhabra & K. K. Aheja: Managing People at Work.