

S. No.	Course Code	Course Name	Course Type	Cd	L	T	P	Marks		
								Sessional	Final Exam	Total
4	BBALLB-404	HR Management	Generic Core	3	4	0	0	30	70	100

Course Outcomes

At the end of the course the student will be able to: -	
CO1	Describe the basic concepts of Human Resource Management.
CO2	Explain the process of Recruitment and Selection
CO3	Distinguish between Training and Development.
CO4	Analyse the Compensation and Performance Management System.
CO5	Evaluate the trends of E-HRM.

Detailed Syllabus**Unit I: Introduction to Human Resource Management**

Nature, Scope, Objectives and Importance of HRM, Evolution and Development of human resource management, Functions of HRM (Managerial and Operative Functions), Role of HR (Traditional HR Vs Strategic HR), Competitive advantage of HRM, HR Department- Organizational Composition, Role and Function.

(07 Hrs)**Unit II: Human Resource Planning, Recruitment & Selection**

Features, Objectives and Importance of Human Resource Planning, Essentials of effective Human Resource Planning; Recruitment- Meaning, sources and methods, new approaches to Recruitment- E-Recruitment (Job Portals and LinkedIn hiring); Selection – Concept and Process, Difference between Recruitment and Selection.

(08 Hrs)**Unit III: Training & Development**

Concept, Types and Methods of Training (On the Job Training and Off the Job Training Method); Development- Concept, Evolution, Importance, Methods (Decision-Making and Interpersonal Skills), Selection of suitable methods; Training Vs Development.

(07 Hrs)**Unit IV: Performance Appraisal & Compensation Administration:**

Concept, objectives and Importance of Performance Appraisal, Process and Methods of Performance Appraisal, 360 Degree Feedback System; Compensation: Nature, objectives, classification and Factors influencing employee compensation; Real case scenarios discussions of Indian practice.

(07 Hrs)**Unit V: Trends in HRM**

E-HRM- Meaning, Role and Types, Advantages and limitations of E-HRM, Functional areas of E-HRM: E- Recruitment, E- Selection, Video Conferencing, and E-Performance Management.

(07 Hrs)**Textbooks**

S. No.	Name of the Books	Name of the Author	Publisher Name	Edition (Pub. Yr.)
1	Human Resource Management	Gary Dessler, Bijju Varkkey	Pearson Education	16 th ed., 2020
2	Human Resource Management	VSP Rao	Excel Books	3 rd ed., 2010

Reference Books

S. No.	Name of the Books	Name of the Author	Publisher Name	Edition (Pub. Yr.)
1	Fundamentals of Human Resource Management	David A. De Cenzo, Stephen P. Robbins & Susan L. Verhulst	John Wiley and Sons	12 th ed., 2015