

<b>Lesson Plan No. 1</b>	<b>Course Name: HR Management</b> <b>Topic: HRM: Concept, Nature &amp; Scope</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to: <ol style="list-style-type: none"> <li>Remember the concept and definition of Human Resource Management</li> <li>Discuss the nature of Human Resource Management</li> <li>Illustrate the scope of Human Resource Management</li> </ol>
<b>Teaching Aids (if any)</b>	<ol style="list-style-type: none"> <li>Power Point Presentation</li> <li>White Board</li> <li>Video</li> </ol>
<b>Teaching Development</b>	<ol style="list-style-type: none"> <li><b>Introduction</b> (05 minutes)           <ul style="list-style-type: none"> <li>Ask questions               <ul style="list-style-type: none"> <li>What do you know about Human Resource?</li> <li>What do you mean by Human Resource Management?</li> </ul> </li> <li>Introduce the concept of Human Resource.</li> <li>Introduce the concept of Human Resource Management.</li> </ul> </li> <li><b>Development</b> (30 minutes)           <ol style="list-style-type: none"> <li>Give the formal definition of Human Resource Management</li> <li>Discuss the nature of Human Resource Management               <ul style="list-style-type: none"> <li>Pervasive force</li> <li>Action oriented</li> <li>Individually oriented</li> <li>People oriented</li> <li>Future oriented</li> <li>Development oriented</li> <li>Integrating mechanism</li> <li>Comprehensive function</li> <li>Auxiliary services</li> <li>Inter-disciplinary function</li> <li>Continuous function</li> </ul> </li> <li>Illustrate the scope of Human Resource Management               <ul style="list-style-type: none"> <li>HR Planning</li> <li>Hiring</li> <li>Training &amp; Development</li> <li>Payroll management</li> <li>Rewards and Recognitions</li> <li>Legal procedures</li> <li>Industrial Relations</li> <li>Grievance Handling</li> </ul> </li> </ol> </li> </ol>



	<p>3. Exercise (5 minutes) – Display Video <a href="https://www.youtube.com/watch?v=Ipg0H9uLHPw">https://www.youtube.com/watch?v=Ipg0H9uLHPw</a> <a href="https://www.youtube.com/watch?v=zqcXlpMa3wI">https://www.youtube.com/watch?v=zqcXlpMa3wI</a></p>
<b>Closure</b>	<ol style="list-style-type: none"><li>1. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</li><li>2. Discuss the University Questions from the Syllabus.</li><li>3. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://ebooks.inflibnet.ac.in/mgmt01/chapter/introduction-to-hrm-meaning-definition-scope-objectives-and-functions-of-human-resource-management/">https://ebooks.inflibnet.ac.in/mgmt01/chapter/introduction-to-hrm-meaning-definition-scope-objectives-and-functions-of-human-resource-management/</a></li></ol> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<ol style="list-style-type: none"><li>1. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</li><li>2. Conduct Discussion.</li></ol> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No. 2</b>	<b>Course Name: HR Management</b> <b>Topic: HRM: Objectives and Importance</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  d. Articulate the objectives of Human Resource Management e. Appraise the Importance of Human Resource Management
<b>Teaching Aids (if any)</b>	d. Power Point Presentation e. White Board f. Video
<b>Teaching Development</b>	<p><b>4. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions          Why human resource management is essential?          What is the purpose of human resource management?</li> <li>- List down the importance of human resource management.</li> <li>- Talk about the purpose of human resource management.</li> </ul> <p><b>5. Development (30 minutes)</b></p> <p>d. Articulate the objectives of Human Resource Management</p> <ul style="list-style-type: none"> <li>• To help the organization reach its goals</li> <li>• To employ the skills and abilities of the workforce efficiently</li> <li>• To provide the organization with well-trained and well-motivated employees</li> <li>• To increase to the fullest the employee's job satisfaction and self-actualization</li> <li>• To develop and maintain a quality of work life</li> <li>• To communicate HR policies to all employees</li> <li>• To be ethically and socially responsive to the needs of society</li> </ul> <p>e. Appraise the importance of Human Resource Management</p> <ul style="list-style-type: none"> <li>• At the enterprise level</li> <li>• At the individual level</li> <li>• At the society level</li> <li>• At National level</li> </ul> <p><b>6. Exercise (5 minutes) – Display Video</b>  <a href="https://www.youtube.com/watch?v=doi5_E96Cgk">https://www.youtube.com/watch?v=doi5_E96Cgk</a></p>



<b>Closure</b>	<ol style="list-style-type: none"><li>4. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</li><li>5. Discuss the University Questions from the Syllabus.</li><li>6. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://ebooks.inflibnet.ac.in/mgmt01/chapter/introduction-to-hrm-meaning-definition-scope-objectives-and-functions-of-human-resource-management/">https://ebooks.inflibnet.ac.in/mgmt01/chapter/introduction-to-hrm-meaning-definition-scope-objectives-and-functions-of-human-resource-management/</a> <a href="http://smartlearningway.blogspot.com/2015/01/normal-0-false-false-false-en-us-x-none.html">http://smartlearningway.blogspot.com/2015/01/normal-0-false-false-false-en-us-x-none.html</a></li></ol> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<ol style="list-style-type: none"><li>3. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</li><li>4. Conduct Discussion.</li></ol> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No. 3</b>	<b>Course Name: HR Management</b> <b>Topic: HRM: Development and Evolution</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  f. Appraise the Generations of Evolution and Development of Human Resource Management g. Appraise the Stages of Evolution and Development of Human Resource Management
<b>Teaching Aids (if any)</b>	g. Power Point Presentation h. White Board i. Video
<b>Teaching Development</b>	<p><b>7. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions Which is the current generation of human resource management? Which is the stage of HRM prevailing nowadays?</li> <li>- Talk about the generations of HRM.</li> <li>- Talk about the stages of HRM.</li> </ul> <p><b>8. Development</b> (30 minutes)</p> <ul style="list-style-type: none"> <li>f. Appraise the generations of Human Resource Management           <ul style="list-style-type: none"> <li>• Administrative HRM</li> <li>• Behavioral HRM</li> <li>• Strategic HRM</li> <li>• International HRM</li> <li>• Digital HRM</li> </ul> </li> <li>g. Appraise the stages of Human Resource Management           <ul style="list-style-type: none"> <li>• The industrial revolution</li> <li>• The period of Trade Unionism</li> <li>• Social Responsibility</li> <li>• Scientific Management</li> <li>• Present HRM</li> </ul> </li> </ul> <p><b>9. Exercise</b> (5 minutes) – Display Video</p> <p><a href="https://www.youtube.com/watch?v=RpHX03q_3UI">https://www.youtube.com/watch?v=RpHX03q_3UI</a></p>



<b>Closure</b>	<ol style="list-style-type: none"><li>7. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</li><li>8. Discuss the University Questions from the Syllabus.</li><li>9. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.pockethrms.com/blog/the-evolution-of-hrm-human-resource-management/">https://www.pockethrms.com/blog/the-evolution-of-hrm-human-resource-management/</a></li></ol> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<ol style="list-style-type: none"><li>5. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</li><li>6. Conduct Discussion.</li></ol> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No. 4</b>	<b>Course Name: HR Management</b> <b>Topic: HRM: Functions</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  h. Illustrate the Managerial Functions of Human Resource Management i. Illustrate the Operative Functions of Human Resource Management
<b>Teaching Aids (if any)</b>	j. Power Point Presentation k. White Board l. Video
<b>Teaching Development</b>	<p><b>10. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions Which can be the managerial functions of HRM? Which can be the operative functions of HRM?</li> <li>- Talk about the managerial functions of HRM.</li> <li>- Talk about the operative functions of HRM.</li> </ul> <p><b>11. Development</b> (30 minutes)</p> <ul style="list-style-type: none"> <li>h. Appraise the managerial functions of HRM           <ul style="list-style-type: none"> <li>• Planning</li> <li>• Organising</li> <li>• Directing</li> <li>• Controlling</li> </ul> </li> <li>i. Appraise the operative functions of HRM           <ul style="list-style-type: none"> <li>• Procurement</li> <li>• Development</li> <li>• Compensation</li> <li>• Integration</li> <li>• Maintenance</li> </ul> </li> </ul> <p><b>12. Exercise</b> (5 minutes) – Display Video</p> <p><a href="https://www.youtube.com/watch?v=qQLiVSVeTh4">https://www.youtube.com/watch?v=qQLiVSVeTh4</a></p>
<b>Closure</b>	<p>10. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>11. Discuss the University Questions from the Syllabus.</p> <p>12. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.uou.ac.in/sites/default/files/slm/BHM-702T.pdf">https://www.uou.ac.in/sites/default/files/slm/BHM-702T.pdf</a></p>



	Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	<ol style="list-style-type: none"><li>7. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</li><li>8. Conduct Discussion.</li></ol> Spend 5 minutes to evaluate student assimilation of the lesson contents

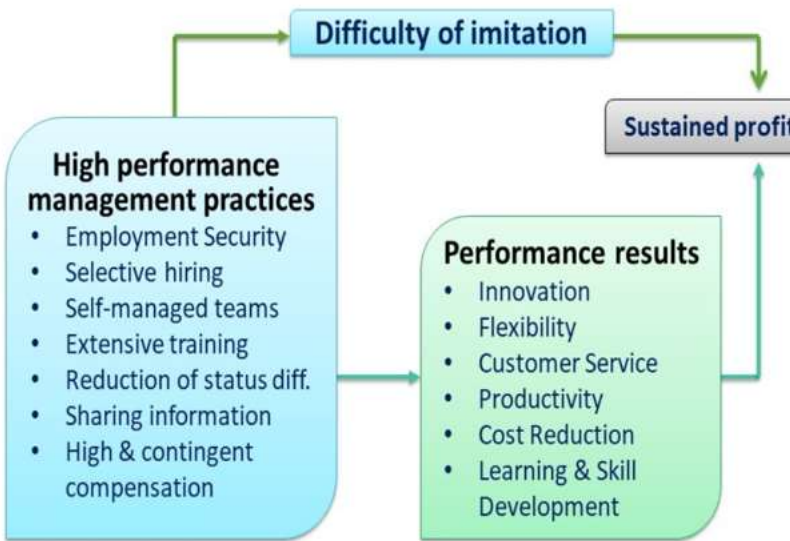
<b>Lesson Plan No. 5</b>	<b>Course Name: HR Management</b> <b>Topic: HRM: Role (Traditional HR versus Strategic HR)</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  j. Illustrate the Role of Human Resource Management k. Differentiate between Traditional HR and Strategic HR
<b>Teaching Aids (if any)</b>	m. Power Point Presentation n. White Board
<b>Teaching Development</b>	<p><b>13. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions Which can be the roles of HRM? How traditional HR is different form strategic HR?</li> <li>- List down the roles of HRM.</li> <li>- Talk about traditional HR and strategic HR.</li> </ul> <p><b>14. Development</b> (30 minutes)</p> <p>j. Illustrate the roles of HRM</p> <p><u>Administrative Roles</u></p> <ul style="list-style-type: none"> <li>• Policy maker</li> <li>• Administrative expert</li> <li>• Advisor</li> <li>• Housekeeper</li> <li>• Counsellor</li> <li>• Welfare officer</li> <li>• Legal consultant</li> </ul> <p><u>Operational Roles</u></p> <ul style="list-style-type: none"> <li>• Recruiter</li> <li>• Trainer, developer and motivator</li> <li>• Coordinator</li> <li>• Mediator</li> <li>• Employee champion</li> </ul> <p><u>Strategic Roles</u></p> <ul style="list-style-type: none"> <li>• Change agent</li> <li>• Strategic partner</li> </ul> <p>k. Differentiate between traditional HR and Strategic HR on the following parameters</p> <ul style="list-style-type: none"> <li>• Responsibility</li> <li>• Focus</li> <li>• Role of HR</li> <li>• Initiatives</li> </ul>



	<ul style="list-style-type: none"><li>• Time Horizon</li><li>• Control</li><li>• Job design</li><li>• Key initiatives</li><li>• Accountability</li></ul> <p><b>15. Exercise (5 minutes) – Summarising</b></p>
<b>Closure</b>	<p>13. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>14. Discuss the University Questions from the Syllabus.</p> <p>15. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.uou.ac.in/sites/default/files/slm/BHM-702T.pdf">https://www.uou.ac.in/sites/default/files/slm/BHM-702T.pdf</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>9. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>10. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No. 6</b>	<b>Course Name: HR Management</b> <b>Topic: HRM: Competitive Advantage</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  1. Discuss the concept of competitive advantage of HRM m. Interpret the ways to acquire competitive advantage
<b>Teaching Aids (if any)</b>	o. Power Point Presentation p. White Board
<b>Teaching Development</b>	<p><b>16. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions            What to do you mean by competitive advantage?            How competitive advantage can be acquired?</li> <li>- Introduce the concept of competitive advantage.</li> <li>- Talk about the ways to acquire competitive advantage.</li> </ul> <p><b>17. Development</b> (30 minutes)</p> <ol style="list-style-type: none"> <li>1. Discuss the concept of competitive advantage</li> </ol> <div style="text-align: center;">  <pre>           graph LR             A[High performance management practices • Employment Security • Selective hiring • Self-managed teams • Extensive training • Reduction of status diff. • Sharing information • High &amp; contingent compensation] --&gt; B[Performance results • Innovation • Flexibility • Customer Service • Productivity • Cost Reduction • Learning &amp; Skill Development]             B --&gt; C[Difficulty of imitation]             C --&gt; D[Sustained profitability]           </pre> </div> <p>m. Interpret the ways to acquire Competitive Advantage</p> <ul style="list-style-type: none"> <li>• Employment Security</li> <li>• Selective Recruiting</li> <li>• High and Lucrative Wages</li> <li>• Incentive Pay</li> <li>• Employee Ownership</li> <li>• Employee Empowerment and Participation</li> <li>• Information Sharing</li> <li>• Training and Development of Skills</li> <li>• Treat People with Respect and Dignity</li> </ul>



	<ul style="list-style-type: none"><li>• Wage Compression</li><li>• Promotion from Within</li></ul> <p><b>18. Exercise (5 minutes) – One Minute Paper</b></p>
<b>Closure</b>	<p>16. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>17. Discuss the University Questions from the Syllabus.</p> <p>18. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.uou.ac.in/sites/default/files/slm/BHM-702T.pdf">https://www.uou.ac.in/sites/default/files/slm/BHM-702T.pdf</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>11. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>12. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No. 7</b>	<b>Course Name: HR Management</b> <b>Topic: HRD: Composition and Roles</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  n. Discuss in detail the organisational composition of HR Department o. Articulate the role of HR Department
<b>Teaching Aids (if any)</b>	q. Power Point Presentation r. White Board
<b>Teaching Development</b>	<p><b>19. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What to do you mean by HR Department? What are the roles of HR Department?</li> <li>- Introduce the concept of HR Department.</li> <li>- Talk about the various roles of HR Department.</li> </ul> <p><b>20. Development</b> (30 minutes)</p> <ul style="list-style-type: none"> <li>n. Discuss the HR Department: Organisational Composition           <ul style="list-style-type: none"> <li>• Personnel department in Line organisation</li> <li>• Personnel department in Functional organisation</li> <li>• Personal department in Line and Staff organisation</li> <li>• Personal department in Divisional organisation</li> <li>• Personal department in Matrix organisation</li> </ul> </li> <li>o. Articulate the various roles of HR Department           <ul style="list-style-type: none"> <li>• Attracting candidates</li> <li>• Selecting candidates</li> <li>• Hiring from within and from outside</li> <li>• Performance appraisal</li> <li>• Compensation</li> <li>• Employee benefit management</li> <li>• Learning and development</li> <li>• Business partnering</li> <li>• Compliance management</li> <li>• Survey management</li> <li>• Organizational development</li> <li>• Information sharing</li> <li>• Problem-solving</li> <li>• Promotion</li> <li>• Change management</li> <li>• HR technology management</li> <li>• Data analytics and management</li> <li>• Total Quality management</li> </ul> </li> </ul>



	<b>21. Exercise (5 minutes) – Summarising</b>
<b>Closure</b>	<p>19. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>20. Discuss the University Questions from the Syllabus.</p> <p>21. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.yourarticlelibrary.com/personnel-management/organization-structure-of-personnel-department/75362">https://www.yourarticlelibrary.com/personnel-management/organization-structure-of-personnel-department/75362</a> <a href="https://www.aihr.com/blog/human-resources-roles/">https://www.aihr.com/blog/human-resources-roles/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>13. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>14. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No. 8</b>	<b>Course Name: HR Management</b> <b>Topic: HRD: Functions</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  p. Appraise the functions of HR Department
<b>Teaching Aids (if any)</b>	s. Power Point Presentation t. White Board
<b>Teaching Development</b>	<p><b>22. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What are the various functions of HR Department?</li> <li>- List down the functions of HR Department.</li> </ul> <p><b>23. Development</b> (30 minutes)</p> <p>p. Appraise the various functions of HR Department</p> <ul style="list-style-type: none"> <li>• Recruitment and hiring</li> <li>• Onboarding</li> <li>• Performance management</li> <li>• Compensation and benefits</li> <li>• Employee engagement</li> <li>• Compliance</li> <li>• Talent management</li> <li>• Policy development</li> <li>• Succession planning</li> <li>• Labor relation</li> <li>• Employee communication</li> <li>• Strategic planning</li> <li>• Risk management</li> <li>• Data analysis</li> <li>• Employee retention</li> <li>• Employee development</li> <li>• Change management</li> <li>• Talent acquisition</li> <li>• Employee benefit</li> <li>• Employee relation</li> </ul> <p><b>24. Exercise</b> (5 minutes) – Summarising</p>



<b>Closure</b>	22. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 23. Discuss the University Questions from the Syllabus. 24. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.yourarticlelibrary.com/personnel-management/organization-structure-of-personnel-department/75362">https://www.yourarticlelibrary.com/personnel-management/organization-structure-of-personnel-department/75362</a> <a href="https://www.aihr.com/blog/human-resources-roles/">https://www.aihr.com/blog/human-resources-roles/</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	15. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 16. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No. 9</b>	<b>Course Name: HR Management</b> <b>Topic: HRP: Concept, Features and Objectives</b>	<b>Course No.: BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  q. Understand the concept of HRP r. Discuss the features of HRP s. Identify the Objectives of HRP
<b>Teaching Aids (if any)</b>	u. Power Point Presentation v. White Board
<b>Teaching Development</b>	<p><b>25. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by Human Resource Planning? Why HRP is required?</li> <li>- Introduce the concept of HRP.</li> <li>- Talk about the purpose of HRP.</li> </ul> <p><b>26. Development</b> (30 minutes)</p> <ul style="list-style-type: none"> <li>q. Explain the concept of HRP</li> <li>r. Discuss the features of HRP           <ul style="list-style-type: none"> <li>• It is future oriented</li> <li>• It is a continuous process</li> <li>• Integral part of Corporate Planning</li> <li>• Optimum utilization of resources</li> <li>• Both Qualitative and Quantitative aspect</li> <li>• Long term and short term</li> <li>• Involves study of manpower requirement</li> </ul> </li> <li>s. Identify the objectives of HRP           <ul style="list-style-type: none"> <li>• Achieve Goal</li> <li>• Estimates future organizational structure and Manpower Requirements</li> <li>• Human Resource Audit</li> <li>• Job Analysis</li> </ul> </li> </ul> <p><b>27. Exercise</b> (5 minutes) – Verble Quiz</p>



<b>Closure</b>	25. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 26. Discuss the University Questions from the Syllabus. 27. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.mbaknol.com/human-resource-management/human-resource-planning/">https://www.mbaknol.com/human-resource-management/human-resource-planning/</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	17. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 18. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents


<b>Lesson Plan No.</b> <b>10</b>	<b>Course Name: HR Management</b> <b>Topic: HRP: Importance and Essentials</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  t. Articulate the Importance of HRP u. Appraise the essentials of effective HRP
<b>Teaching Aids (if any)</b>	w. Power Point Presentation x. White Board
<b>Teaching Development</b>	<p><b>28. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions Why HRP is significant? What are the requisites of effective HRP?</li> <li>- Talk about the significance of HRP.</li> <li>- List down the requisites of effective HRP.</li> </ul> <p><b>29. Development</b> (30 minutes)</p> <ul style="list-style-type: none"> <li>t. Articulate the importance of HRP           <ul style="list-style-type: none"> <li>• Shortage of Skills</li> <li>• Frequent Labor Turnover</li> <li>• Changing needs of technology</li> <li>• Identify areas of surplus or shortage of personnel</li> <li>• Changes in organisation design and structure</li> </ul> </li> <li>u. Appraise the essentials of effective HRP           <ul style="list-style-type: none"> <li>• Adequate information system</li> <li>• Participation</li> <li>• Adequate organization</li> <li>• Human Resource Planning should be balanced with corporate planning</li> <li>• Appropriate time horizon</li> </ul> </li> </ul> <p><b>30. Exercise</b> (5 minutes) – Summarising</p>
<b>Closure</b>	<p>28. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>29. Discuss the University Questions from the Syllabus.</p> <p>30. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.mbaknol.com/human-resource-management/human-resource-planning/">https://www.mbaknol.com/human-resource-management/human-resource-planning/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>



<b>Evaluation</b>	19. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 20. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents
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<b>Lesson Plan No.</b> 11	<b>Course Name: HR Management</b> <b>Topic: Recruitment: Meaning, Process and Methods</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to: <ul style="list-style-type: none"> <li>v. Understand the concept of Recruitment</li> <li>w. Appraise the process of Recruitment</li> <li>x. Illustrate the methods of Recruitment</li> </ul>
<b>Teaching Aids (if any)</b>	<ul style="list-style-type: none"> <li>y. Power Point Presentation</li> <li>z. White Board</li> <li>aa. Video</li> </ul>
<b>Teaching Development</b>	<p><b>31. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions What do you understand by recruitment? What can be the methods of recruitment?</li> <li>- Introduce the concept of recruitment.</li> <li>- Talk about various methods of recruitment.</li> </ul> <p><b>32. Development (30 minutes)</b></p> <ul style="list-style-type: none"> <li>v. Explain the concept of recruitment</li> <li>w. Appraise the process of recruitment</li> </ul> <div style="text-align: center;">  <p>The infographic illustrates the recruitment process in 8 steps: 1. Post job description on job sites, social media, internally. 2. Don't forget company ads, search engine ads, billboards, employee referral bonuses. 3. Screen the prospects. Some companies use AI for this. 4. Schedule interviews and help hiring managers prep if needed. 5. Discuss the merits of the candidates, choose a finalist and extend a job offer. 6. Inform/debrief unsuccessful candidates. 7. Onboard new employee. 8. (Implied) Hire the candidate.</p> </div> <ul style="list-style-type: none"> <li>x. Illustrate the methods of recruitment <ul style="list-style-type: none"> <li>• Direct method (campus recruitment)</li> <li>• Indirect method (Advertisement-print, electronic, digital)</li> <li>• Third Party Methods Private employee search firms</li> </ul> </li> </ul>



	<p>Employment Exchanges Gate Hiring and Contractors Walk-ins Internet recruiting</p> <p>33. Exercise (5 minutes) – Display Video <a href="https://www.youtube.com/watch?v=1_oXM6VwRxY">https://www.youtube.com/watch?v=1_oXM6VwRxY</a></p>
<b>Closure</b>	<p>31. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>32. Discuss the University Questions from the Syllabus.</p> <p>33. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.techtarget.com/searchhrsoftware/definition/recruiter">https://www.techtarget.com/searchhrsoftware/definition/recruiter</a> <a href="https://www.yourarticlelibrary.com/recruitment/recruitment-meaning-definition-process-and-factors-influencing-recruitment/25950">https://www.yourarticlelibrary.com/recruitment/recruitment-meaning-definition-process-and-factors-influencing-recruitment/25950</a> <a href="https://www.smartrecruiters.com/resources/glossary/recruitment/">https://www.smartrecruiters.com/resources/glossary/recruitment/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>21. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>22. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 12	<b>Course Name: HR Management</b> <b>Topic: Recruitment: Sources</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  y. Articulate the sources of Recruitment
<b>Teaching Aids (if any)</b>	bb. Power Point Presentation cc. White Board dd. Video
<b>Teaching Development</b>	<p><b>34. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions Which can be the different sources of recruitment?</li> <li>- Talk about various sources of recruitment.</li> </ul> <p><b>35. Development</b> (30 minutes)</p> <p>y. Articulate the sources of recruitment</p> <ul style="list-style-type: none"> <li>• Internal Sources           <ul style="list-style-type: none"> <li>- promotion</li> <li>- Transfer</li> <li>- Employee referrals</li> <li>- former employees</li> </ul> </li> <li>• External Sources           <ul style="list-style-type: none"> <li>- Advertisement</li> <li>- Employment Exchange</li> <li>- Employment Portal</li> <li>- Educational Institution</li> <li>- Recommendation</li> </ul> </li> </ul> <p><b>36. Exercise</b> (5 minutes) – Display Video  <a href="https://www.youtube.com/watch?v=sed_nZnKUdw">https://www.youtube.com/watch?v=sed_nZnKUdw</a></p>
<b>Closure</b>	<p>34. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>35. Discuss the University Questions from the Syllabus.</p> <p>36. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.techtarget.com/searchhrsoftware/definition/recruiter">https://www.techtarget.com/searchhrsoftware/definition/recruiter</a>  <a href="https://www.yourarticlelibrary.com/recruitment/recruitment-meaning-definition-process-and-factors-influencing-recruitment/25950">https://www.yourarticlelibrary.com/recruitment/recruitment-meaning-definition-process-and-factors-influencing-recruitment/25950</a>  <a href="https://www.smartrecruiters.com/resources/glossary/recruitment/">https://www.smartrecruiters.com/resources/glossary/recruitment/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>



**Evaluation**

- 23. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.
  - 24. Conduct Discussion.
- Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 13	<b>Course Name: HR Management</b> <b>Topic: E- Recruitment</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  z. Understand the concept of e-recruitment aa. Appraise the process of e-recruitment bb. Evaluate the new approaches to Recruitment
<b>Teaching Aids (if any)</b>	ee. Power Point Presentation ff. White Board
<b>Teaching Development</b>	<p><b>37. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by e-recruitment? Which can be the various new approaches to recruitment?</li> <li>- Introduce the concept of e-recruitment.</li> <li>- Talk about various new approaches of recruitment.</li> </ul> <p><b>38. Development</b> (30 minutes)</p> <p>z. Explain the concept of e-recruitment</p> <p>aa. Discuss the process of e-recruitment</p> <ul style="list-style-type: none"> <li>• Setting the foundation</li> <li>• Selection of technology</li> <li>• Develop a digital presence</li> <li>• Posting and promoting job opportunities</li> <li>• Screening and assessment</li> <li>• Interview process</li> <li>• Offer and Onboarding</li> <li>• Feedback and Refinement</li> <li>• Ensure data security and compliance</li> <li>• Continuous engagement</li> </ul> <p>bb. Appraise the methods of e-recruitment</p> <ul style="list-style-type: none"> <li>• Company Website/Career Portals</li> <li>• Job Boards and Job Search Engines</li> <li>• Professional Networking Sites</li> <li>• Social Media Recruiting</li> <li>• Recruitment Apps</li> <li>• Online recruitment Agencies</li> </ul> <p><b>39. Exercise</b> (5 minutes) – Summarising</p>



<b>Closure</b>	<p>37. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>38. Discuss the University Questions from the Syllabus.</p> <p>39. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.techtarget.com/searchhrsoftware/definition/recruiter">https://www.techtarget.com/searchhrsoftware/definition/recruiter</a> <a href="https://www.yourarticlelibrary.com/recruitment/recruitment-meaning-definition-process-and-factors-influencing-recruitment/25950">https://www.yourarticlelibrary.com/recruitment/recruitment-meaning-definition-process-and-factors-influencing-recruitment/25950</a> <a href="https://www.smartrecruiters.com/resources/glossary/recruitment/">https://www.smartrecruiters.com/resources/glossary/recruitment/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>25. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>26. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 14	<b>Course Name: HR Management</b> <b>Topic: Selection: Concept and Importance</b>	<b>Course No.:</b> BBALLB-404
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  cc. Understand the concept of selection dd. Identify the importance of selection
<b>Teaching Aids (if any)</b>	gg. Power Point Presentation hh. White Board
<b>Teaching Development</b>	<p><b>40. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by selection? How selection is important?</li> <li>- Introduce the concept of selection.</li> <li>- Talk about the significance of selection.</li> </ul> <p><b>41. Development</b> (30 minutes)</p> <p>cc. Explain the concept of selection dd. Identify the importance of selection</p> <ul style="list-style-type: none"> <li>• Good Talent</li> <li>• Better Efficiency</li> <li>• Reduced Cost of Training and Development</li> <li>• Reduced Turnover</li> <li>• Job Motivation</li> <li>• Other Benefits</li> </ul> <p><b>42. Exercise</b> (5 minutes) – One Minute Paper</p>
<b>Closure</b>	<p>40. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>41. Discuss the University Questions from the Syllabus.</p> <p>42. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.brainkart.com/article/Importance-of-Employee-Selection-process_40789/">https://www.brainkart.com/article/Importance-of-Employee-Selection-process_40789/</a>  <a href="https://www.iedunote.com/selection-process">https://www.iedunote.com/selection-process</a>  <a href="https://tutorstips.com/selection-its-meaning-definition-and-process/">https://tutorstips.com/selection-its-meaning-definition-and-process/</a>  <a href="https://www.vedantu.com/commerce/selection-process">https://www.vedantu.com/commerce/selection-process</a>  <a href="https://www.geeksforgeeks.org/difference-between-recruitment-and-selection/">https://www.geeksforgeeks.org/difference-between-recruitment-and-selection/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>



<b>Evaluation</b>	27. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 28. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents
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<b>Lesson Plan No.</b> 15	<b>Course Name: HR Management</b> <b>Topic: Selection: Process</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ee. Appraise the process of Selection
<b>Teaching Aids (if any)</b>	ii. Power Point Presentation jj. White Board
<b>Teaching Development</b>	<p><b>43. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the stages of selection process?</li> <li>- List down the steps of selection process.</li> <li>- Talk about selection process.</li> </ul> <p><b>44. Development</b> (30 minutes)</p> <p>ee. Appraise the process of selection</p> <ul style="list-style-type: none"> <li>• Reception</li> <li>• Screening Interview</li> <li>• Application Bank</li> <li>• Weighted Application Blanks</li> <li>• Selection testing</li> <li>• Selection Interview</li> <li>• Medical Examination</li> <li>• Reference Checks</li> <li>• Hiring</li> </ul> <p><b>45. Exercise</b> (5 minutes) – One Minute Paper</p>
<b>Closure</b>	<p>43. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>44. Discuss the University Questions from the Syllabus.</p> <p>45. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.brainkart.com/article/Importance-of-Employee-Selection-process_40789/">https://www.brainkart.com/article/Importance-of-Employee-Selection-process_40789/</a>  <a href="https://www.iedunote.com/selection-process">https://www.iedunote.com/selection-process</a>  <a href="https://tutorstips.com/selection-its-meaning-definition-and-process/">https://tutorstips.com/selection-its-meaning-definition-and-process/</a>  <a href="https://www.vedantu.com/commerce/selection-process">https://www.vedantu.com/commerce/selection-process</a>  <a href="https://www.geeksforgeeks.org/difference-between-recruitment-and-selection/">https://www.geeksforgeeks.org/difference-between-recruitment-and-selection/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>



<b>Evaluation</b>	29. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 30. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents
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<b>Lesson Plan No.</b> 16	<b>Course Name: HR Management</b> <b>Topic: Selection: Selection v/s Recruitment</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ff. Differentiate between Selection and Recruitment
<b>Teaching Aids (if any)</b>	kk. Power Point Presentation ll. White Board mm. Video
<b>Teaching Development</b>	<p><b>46. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions How selection is different from recruitment?</li> <li>- List down the differences between selection and recruitment.</li> </ul> <p><b>47. Development</b> (30 minutes)</p> <p>ff. Differentiate between selection and recruitment on the following parameters:</p> <ul style="list-style-type: none"> <li>• Meaning</li> <li>• Nature</li> <li>• Purpose</li> <li>• Process</li> <li>• Stage</li> <li>• Steps</li> <li>• Economical/Expensive</li> </ul> <p><b>48. Exercise</b> (5 minutes) – Display Video  <a href="https://www.youtube.com/watch?v=DWh4YxtIiO0">https://www.youtube.com/watch?v=DWh4YxtIiO0</a>  <a href="https://www.youtube.com/watch?v=r-VcHu-wZxE">https://www.youtube.com/watch?v=r-VcHu-wZxE</a></p>
<b>Closure</b>	<p>46. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>47. Discuss the University Questions from the Syllabus.</p> <p>48. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.brainkart.com/article/Importance-of-Employee-Selection-process_40789/">https://www.brainkart.com/article/Importance-of-Employee-Selection-process_40789/</a>  <a href="https://www.iedunote.com/selection-process">https://www.iedunote.com/selection-process</a>  <a href="https://tutorstips.com/selection-its-meaning-definition-and-process/">https://tutorstips.com/selection-its-meaning-definition-and-process/</a>  <a href="https://www.vedantu.com/commerce/selection-process">https://www.vedantu.com/commerce/selection-process</a>  <a href="https://www.geeksforgeeks.org/difference-between-recruitment-and-selection/">https://www.geeksforgeeks.org/difference-between-recruitment-and-selection/</a></p>



	Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	31. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 32. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 17	<b>Course Name: HR Management</b> <b>Topic: Training: Concept and Objectives</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  gg. Understand the concept of training hh. Describe the objectives of training ii. Appraise the process of training
<b>Teaching Aids (if any)</b>	nn. Power Point Presentation oo. White Board
<b>Teaching Development</b>	<p><b>49. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you understand by training? Why training is significant?</li> <li>- Introduce the concept of training.</li> <li>- List down the significance of training.</li> </ul> <p><b>50. Development</b> (30 minutes)</p> <p>gg. Explain the concept of training hh. Describe the objectives of training:</p> <ul style="list-style-type: none"> <li>• Acquiring Intellectual Knowledge</li> <li>• Acquiring Manual Skills</li> <li>• Acquiring Problem Solving Skills</li> </ul> <p>ii. Appraise the process of training:</p> <ul style="list-style-type: none"> <li>• Decide if training is needed</li> <li>• Determine the type of training required</li> <li>• Identifying goals and objectives</li> <li>• Implementing training</li> <li>• Evaluating the training programme</li> </ul> <p><b>51. Exercise</b> (5 minutes) – Summarising</p>
<b>Closure</b>	<p>49. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>50. Discuss the University Questions from the Syllabus.</p> <p>51. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.iedunote.com/training">https://www.iedunote.com/training</a>  <a href="https://www.geeksforgeeks.org/methods-of-training-on-the-job-methods-and-off-the-job-methods/">https://www.geeksforgeeks.org/methods-of-training-on-the-job-methods-and-off-the-job-methods/</a>  <a href="https://www.yourarticlelibrary.com/human-resource-development/methods-of-training-on-the-job-training-method-and-off-the-job-methods/32369">https://www.yourarticlelibrary.com/human-resource-development/methods-of-training-on-the-job-training-method-and-off-the-job-methods/32369</a></p>



	Spent 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	33. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 34. Conduct Discussion. Spent 5 minutes to evaluate student assimilation of the lesson contents



<b>Lesson Plan No.</b> 18	<b>Course Name: HR Management</b> <b>Topic: Training: Types and Methods</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  jj. Identify the types of training kk. Analyse the methods of training
<b>Teaching Aids (if any)</b>	pp. Power Point Presentation qq. White Board
<b>Teaching Development</b>	<p><b>52. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the various types of training? What can be the different methods of training?</li> <li>- List down the types of training.</li> <li>- List down the methods of training.</li> </ul> <p><b>53. Development</b> (30 minutes)</p> <p>jj. Identify the types of training:</p> <ul style="list-style-type: none"> <li>• Job training</li> <li>• Promotional training</li> <li>• Refresher training</li> <li>• Corrective training</li> </ul> <p>kk. Analyse the methods of training:</p> <ul style="list-style-type: none"> <li>• On the job <ul style="list-style-type: none"> <li>- Apprenticeship</li> <li>- Coaching</li> <li>- Internship training</li> <li>- Job rotation</li> </ul> </li> <li>• Off the job <ul style="list-style-type: none"> <li>- Conference</li> <li>- Film</li> <li>- Case study</li> <li>- Computer modelling</li> <li>- Vestibule training</li> <li>- Programed instructions</li> </ul> </li> </ul> <p><b>54. Exercise</b> (5 minutes) – Summarising</p>



<b>Closure</b>	52. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 53. Discuss the University Questions from the Syllabus. 54. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.iedunote.com/training">https://www.iedunote.com/training</a> <a href="https://www.geeksforgeeks.org/methods-of-training-on-the-job-methods-and-off-the-job-methods/">https://www.geeksforgeeks.org/methods-of-training-on-the-job-methods-and-off-the-job-methods/</a> <a href="https://www.yourarticlelibrary.com/human-resource-development/methods-of-training-on-the-job-training-method-and-off-the-job-methods/32369">https://www.yourarticlelibrary.com/human-resource-development/methods-of-training-on-the-job-training-method-and-off-the-job-methods/32369</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	35. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 36. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 19	<b>Course Name: HR Management</b> <b>Topic: Training: Advantages and Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ll. Examine the advantages of training mm. Analyse the disadvantages of training
<b>Teaching Aids (if any)</b>	rr. Power Point Presentation ss. White Board
<b>Teaching Development</b>	<p><b>55. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions How training can be beneficial? What can be the problems associated with training?</li> <li>- Talk about the benefits of training.</li> <li>- List down the problems associated with training.</li> </ul> <p><b>56. Development</b> (30 minutes)</p> <p>ll. Examine the advantages of training:</p> <ul style="list-style-type: none"> <li>• Reduced supervision</li> <li>• Less wastage</li> <li>• Reduced turnover</li> <li>• Helps in better functioning of the organization</li> <li>• Better labor-management relations</li> <li>• Self-Confidence</li> <li>• Increased Motivation Levels</li> <li>• High Rewards</li> <li>• Group Efforts</li> <li>• Promotion</li> </ul> <p>mm. Analyse the disadvantages of training:</p> <ul style="list-style-type: none"> <li>• Waste of time and money</li> <li>• Increased stress</li> <li>• Too much of theory</li> <li>• Loss of interest</li> <li>• Leave for new job'</li> <li>• Time requirement</li> <li>• Control of training</li> </ul> <p><b>57. Exercise</b> (5 minutes) – Summarising</p>



<b>Closure</b>	<p>55. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>56. Discuss the University Questions from the Syllabus.</p> <p>57. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://content.wisestep.com/staff-training-importance-benefits-advantages-disadvantages/">https://content.wisestep.com/staff-training-importance-benefits-advantages-disadvantages/</a> <a href="https://www.iedunote.com/training">https://www.iedunote.com/training</a> <a href="https://www.geeksforgeeks.org/methods-of-training-on-the-job-methods-and-off-the-job-methods/">https://www.geeksforgeeks.org/methods-of-training-on-the-job-methods-and-off-the-job-methods/</a> <a href="https://www.yourarticlelibrary.com/human-resource-development/methods-of-training-on-the-job-training-method-and-off-the-job-methods/32369">https://www.yourarticlelibrary.com/human-resource-development/methods-of-training-on-the-job-training-method-and-off-the-job-methods/32369</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>37. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>38. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 20	<b>Course Name: HR Management</b> <b>Topic: Development: Concept, Features and Importance</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  nn. Understand the concept of Development oo. Describe the features of Development pp. Identify the importance of Development
<b>Teaching Aids (if any)</b>	tt. Power Point Presentation uu. White Board
<b>Teaching Development</b>	<p><b>58. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by development? Why development is important?</li> <li>- Introduce the concept of development.</li> <li>- Talk about the importance of development.</li> </ul> <p><b>59. Development</b> (30 minutes)</p> <p>nn. Explain the concept of development oo. Describe the features of development:</p> <ul style="list-style-type: none"> <li>• Management development is a planned and organized process of learning.</li> <li>• It is an ongoing or never-ending exercise. It continuous throughout an executive's entire professional career because there is no end to learning.</li> <li>• It is a long-term process as managerial skills cannot be developed overnight.</li> <li>• It is guided self-development. An organisation can provide full opportunities for development of its present and potential managers.</li> <li>• It aims at preparing managers for better performance and helping them to realise their full potential.</li> </ul> <p>pp. Identify the importance of development:</p> <ul style="list-style-type: none"> <li>• Enhancing Employee Performance</li> <li>• Building a skilled workforce</li> <li>• Improving employee engagement and retention</li> <li>• Nurturing leadership succession planning</li> <li>• Fostering a learning culture</li> </ul> <p><b>60. Exercise</b> (5 minutes) – One Minute Paper</p>



<b>Closure</b>	58. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 59. Discuss the University Questions from the Syllabus. 60. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.economicsdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485">https://www.economicsdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485</a> <a href="https://www.hirequotient.com/blog/the-importance-of-human-resource-development">https://www.hirequotient.com/blog/the-importance-of-human-resource-development</a> <a href="https://www.geektonight.com/executive-development/">https://www.geektonight.com/executive-development/</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	39. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 40. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 21	<b>Course Name: HR Management</b> <b>Topic: Development: Objectives and Levels</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  qq. Explain the objectives of Development rr. Identify the levels of Development
<b>Teaching Aids (if any)</b>	vv. Power Point Presentation ww. White Board xx. Video
<b>Teaching Development</b>	<p><b>61. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions Why development is required? What can be the different levels of development?</li> <li>- Talk about purposes of development.</li> <li>- Talk about the levels for which development programme can be conducted.</li> </ul> <p><b>62. Development (30 minutes)</b></p> <p>qq. Explain the objectives of development</p> <ul style="list-style-type: none"> <li>• Boost employee retention</li> <li>• Builds a leadership pipeline</li> <li>• Empowers employees at workplace</li> <li>• Enhances workplace engagement</li> <li>• Increases workplace collaboration</li> </ul> <p>rr. Identify the levels of development:</p> <ul style="list-style-type: none"> <li>• Individual Level</li> <li>• Career Level</li> <li>• Organisational Level</li> </ul> <p><b>63. Exercise (5 minutes) – Display Video</b>  <a href="https://www.youtube.com/watch?v=iBhTv2-VfRo">https://www.youtube.com/watch?v=iBhTv2-VfRo</a></p>
<b>Closure</b>	<p>61. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>62. Discuss the University Questions from the Syllabus.</p> <p>63. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.economicdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485">https://www.economicdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485</a>  <a href="https://www.hirequotient.com/blog/the-importance-of-human-resource-development">https://www.hirequotient.com/blog/the-importance-of-human-resource-development</a></p>



	<p><a href="https://www.geektonight.com/executive-development/">https://www.geektonight.com/executive-development/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>41. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>42. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

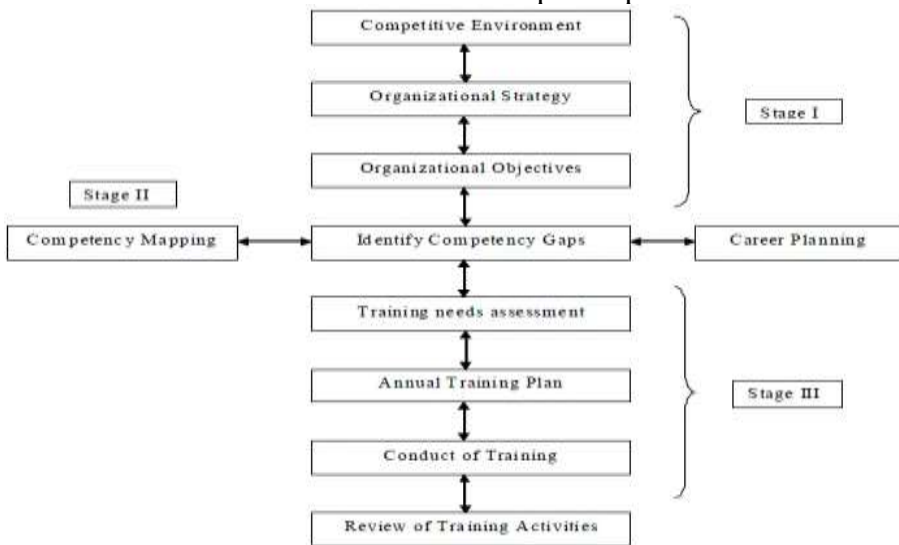
<b>Lesson Plan No.</b> 22	<b>Course Name: HR Management</b> <b>Topic: Development: Principles and Methods</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ss. Articulate the principles of Development tt. Appraise the methods of Development
<b>Teaching Aids (if any)</b>	yy. Power Point Presentation zz. White Board
<b>Teaching Development</b>	<p><b>64. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the different methods of development?</li> <li>- Talk about the different methods of development.</li> </ul> <p><b>65. Development</b> (30 minutes)</p> <p>ss. Articulate the principles of development</p> <ul style="list-style-type: none"> <li>• All development is self-development</li> <li>• Development is closely akin to education</li> <li>• Gearing to individual differences</li> <li>• Long-range process</li> <li>• Adequate facilities</li> <li>• Adequate rewards</li> <li>• Effective immediate supervisor</li> </ul> <p>tt. Appraise the methods of development</p> <ul style="list-style-type: none"> <li>• Decision-Making           <ul style="list-style-type: none"> <li>- In-Basket Method</li> <li>- Business games</li> <li>- Case Study</li> </ul> </li> <li>• Interpersonal Skills           <ul style="list-style-type: none"> <li>- Role Playing</li> <li>- Sensitivity Training</li> <li>- Behaviour Modelling</li> </ul> </li> </ul> <p><b>66. Exercise</b> (5 minutes) – Quiz</p>
<b>Closure</b>	<p>64. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>65. Discuss the University Questions from the Syllabus.</p> <p>66. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.economicdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485">https://www.economicdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485</a></p>



	<p><a href="https://www.hirequotient.com/blog/the-importance-of-human-resource-development">https://www.hirequotient.com/blog/the-importance-of-human-resource-development</a> <a href="https://www.geektonight.com/executive-development/">https://www.geektonight.com/executive-development/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>43. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 44. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 23	<b>Course Name: HR Management</b> <b>Topic: Development: Process and</b> <b>Suitable Method</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  uu. Elaborate the executive development process vv. Identifying the suitable development method
<b>Teaching Aids (if any)</b>	aaa. Power Point Presentation bbb. White Board
<b>Teaching Development</b>	<p><b>67. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the stages of process of development?</li> <li>- Talk about the stages of process of development.</li> </ul> <p><b>68. Development</b> (30 minutes)</p> <p>uu. Elaborate the executive development process</p>  <pre> graph TD     CE[Competitive Environment] &lt;--&gt; OS[Organizational Strategy]     OS &lt;--&gt; OO[Organizational Objectives]     OO &lt;--&gt; ICG[Identify Competency Gaps]     ICG &lt;--&gt; TNA[Training needs assessment]     TNA &lt;--&gt; ATP[Annual Training Plan]     ATP &lt;--&gt; CT[Conduct of Training]     CT &lt;--&gt; RTA[Review of Training Activities]          CM[Competency Mapping] &lt;--&gt; ICG     CP[Career Planning] &lt;--&gt; ICG          subgraph Stage_I [Stage I]         CE         OS         OO     end          subgraph Stage_II [Stage II]         CM         CP     end          subgraph Stage_III [Stage III]         TNA         ATP         CT     end   </pre> <p>vv. Identify the suitable development method</p> <ul style="list-style-type: none"> <li>• Job Rotation – to develop diversified skills</li> <li>• Understudy – To aid succession planning</li> <li>• Multiple management – to assist managers in expanding their outlook</li> <li>• Case study – to develop analytical, reasoning and problem solving skills</li> <li>• Role playing – to translate theoretical knowledge into action plans</li> <li>• Behavior Modelling – to teach interpersonal and cognitive skills</li> </ul>



	<ul style="list-style-type: none"><li>• In-basket method – to promote situational judgement and social sensitivity</li><li>• Business games – to develop smart thinking, initiative, organising and leadership skills</li><li>• Sensitivity training – to promote self awareness and its impact on others</li><li>• Conferences – to expand knowledge, attitude and interpersonal skills</li><li>• Lecture – to impart conceptual knowledge to a large audience within short span of time</li></ul> <p><b>69.</b> Exercise (5 minutes) – One Minute Paper</p>
<b>Closure</b>	<p>67. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>68. Discuss the University Questions from the Syllabus.</p> <p>69. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.economicdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485">https://www.economicdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485</a> <a href="https://www.hirequotient.com/blog/the-importance-of-human-resource-development">https://www.hirequotient.com/blog/the-importance-of-human-resource-development</a> <a href="https://www.geektonight.com/executive-development/">https://www.geektonight.com/executive-development/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>45. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>46. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 24	<b>Course Name: HR Management</b> <b>Topic: Development v/s Training</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ww. Differentiate between Training and Development
<b>Teaching Aids (if any)</b>	ccc. Power Point Presentation ddd. White Board eee. Video
<b>Teaching Development</b>	<p><b>70. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions How development is different form training?</li> <li>- List down the differences between training and development.</li> </ul> <p><b>71. Development</b> (30 minutes)</p> <p>ww. Differentiate between training and development on the following parameters:</p> <ul style="list-style-type: none"> <li>• Meaning</li> <li>• Aim</li> <li>• Orientation</li> <li>• Scope of Learning</li> <li>• Suitability</li> <li>• Skills</li> <li>• Duration</li> <li>• Level of trainees involved</li> <li>• Depth of knowledge imparted</li> <li>• Initiative in learning</li> </ul> <p><b>72. Exercise</b> (5 minutes) – Display Video  <a href="https://www.youtube.com/watch?v=00egH65UgdA">https://www.youtube.com/watch?v=00egH65UgdA</a></p>
<b>Closure</b>	<p>70. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>71. Discuss the University Questions from the Syllabus.</p> <p>72. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.economicsdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485">https://www.economicsdiscussion.net/management/management-development-in-hrm-meaning-concept-need-techniques-and-programme/31485</a>  <a href="https://www.hirequotient.com/blog/the-importance-of-human-resource-development">https://www.hirequotient.com/blog/the-importance-of-human-resource-development</a>  <a href="https://www.geektonight.com/executive-development/">https://www.geektonight.com/executive-development/</a></p>



	Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	47. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 48. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 25	<b>Course Name: HR Management</b> <b>Topic: Performance Appraisal:</b> <b>Concept, Objectives and Importance</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  xx. Understand the Concept of Performance Appraisal yy. Describe the Objectives of Performance Appraisal zz. Identify the Importance of Performance Appraisal
<b>Teaching Aids (if any)</b>	fff. Power Point Presentation ggg. White Board
<b>Teaching Development</b>	<p><b>73. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by performance appraisal? How performance appraisal is significant?</li> <li>- Introduce the concept of performance appraisal.</li> <li>- Talk about the significance of performance appraisal.</li> </ul> <p><b>74. Development</b> (30 minutes)</p> <p>xx. Explain the concept of performance appraisal yy. Describe the objectives of performance appraisal</p> <ul style="list-style-type: none"> <li>• Employee promotion</li> <li>• Employee needs</li> <li>• Employee Confirmation</li> <li>• Making decisions about compensation enhancement</li> <li>• Improving communication</li> <li>• Scope of improvement</li> </ul> <p>zz. Identify the importance of performance appraisal</p> <ul style="list-style-type: none"> <li>• Identify areas for improvement</li> <li>• Recognize top performers</li> <li>• Improve overall productivity</li> <li>• Improves communication</li> <li>• Development and growth</li> <li>• Improves job performance</li> <li>• Objective decision-making</li> </ul> <p><b>75. Exercise</b> (5 minutes) – Summarising</p>



<b>Closure</b>	<p>73. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>74. Discuss the University Questions from the Syllabus.</p> <p>75. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.youtube.com/watch?v=iBhTv2-VfRo">https://www.youtube.com/watch?v=iBhTv2-VfRo</a> <a href="https://www.youtube.com/watch?v=00egH65UgdA">https://www.youtube.com/watch?v=00egH65UgdA</a> <a href="https://www.indeed.com/career-advice/career-development/benefit-of-performance-appraisal">https://www.indeed.com/career-advice/career-development/benefit-of-performance-appraisal</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>49. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>50. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 26	<b>Course Name: HR Management</b> <b>Topic: Performance Appraisal: Types and Effective Criteria</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  aaa. Explain the types (as per frequency) of Performance Appraisal bbb. Identify the effective criteria for Performance Appraisal
<b>Teaching Aids (if any)</b>	hhh. Power Point Presentation iii. White Board
<b>Teaching Development</b>	<p><b>76. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the types of performance appraisal? What are the parameters for performance appraisal?</li> <li>- Talk about the effective parameters of performance appraisal.</li> </ul> <p><b>77. Development</b> (30 minutes)</p> <p>aaa. Explain the types of performance appraisal</p> <ul style="list-style-type: none"> <li>• Summative appraisal</li> <li>• Formative appraisal</li> </ul> <p>bbb. Identify the effective criteria for performance appraisal</p> <ul style="list-style-type: none"> <li>• Quality of work</li> <li>• Quantity of work</li> <li>• Job knowledge</li> <li>• Skills</li> <li>• Attendance and punctuality</li> <li>• Teamwork and collaboration</li> <li>• Customer service</li> <li>• Initiative</li> <li>• Adaptability</li> <li>• Timeliness</li> <li>• Problem-solving and decision-making</li> <li>• Communication skills</li> <li>• Leadership</li> <li>• Work progress</li> <li>• Organization</li> </ul> <p><b>78. Exercise</b> (5 minutes) – One Minute Paper</p>



<b>Closure</b>	76. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 77. Discuss the University Questions from the Syllabus. 78. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.youtube.com/watch?v=iBhTv2-VfRo">https://www.youtube.com/watch?v=iBhTv2-VfRo</a> <a href="https://www.youtube.com/watch?v=00egH65UgdA">https://www.youtube.com/watch?v=00egH65UgdA</a> <a href="https://www.indeed.com/career-advice/career-development/benefit-of-performance-appraisal">https://www.indeed.com/career-advice/career-development/benefit-of-performance-appraisal</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	51. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 52. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 27	<b>Course Name: HR Management</b> <b>Topic: Performance Appraisal: Process and Methods</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ccc. Articulate the process of Performance Appraisal ddd. Appraise the methods of Performance Appraisal
<b>Teaching Aids (if any)</b>	jjj. Power Point Presentation kkk. White Board
<b>Teaching Development</b>	<p><b>79. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the different methods of performance appraisal?</li> <li>- Talk about the various methods of performance appraisal.</li> </ul> <p><b>80. Development</b> (30 minutes)</p> <p>ccc. Articulate the process of performance appraisal</p> <ul style="list-style-type: none"> <li>• Identify performance standards</li> <li>• Communicate performance standards</li> <li>• Measure individual performance</li> <li>• Compare employee performance to standards</li> <li>• Rank assessed performance</li> <li>• Discuss results with employees</li> </ul> <p>ddd. Appraise the methods of performance appraisal</p> <ul style="list-style-type: none"> <li>• Ranking Method</li> <li>• Rating-Scale Method</li> <li>• Checklist Method</li> <li>• Forced-choice Method</li> <li>• Field Review</li> <li>• Critical Incident Technique</li> <li>• Confidential Report</li> <li>• Essay Appraisal</li> <li>• Self Evaluation</li> <li>• 360 Degree</li> <li>• Behaviorally Anchored rating Scale</li> </ul> <p><b>81. Exercise</b> (5 minutes) – Quiz</p>



<b>Closure</b>	79. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 80. Discuss the University Questions from the Syllabus. 81. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.youtube.com/watch?v=iBhTv2-VfRo">https://www.youtube.com/watch?v=iBhTv2-VfRo</a> <a href="https://www.youtube.com/watch?v=00egH65UgdA">https://www.youtube.com/watch?v=00egH65UgdA</a> <a href="https://www.indeed.com/career-advice/career-development/benefit-of-performance-appraisal">https://www.indeed.com/career-advice/career-development/benefit-of-performance-appraisal</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	53. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 54. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 28	<b>Course Name: HR Management</b> <b>Topic: 360 Degree Feedback System</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  eee. Understand the concept of 360 Degree Feedback System fff. Identify the sources of 360 Degree Feedback System ggg. Explain the scope of 360 Degree Feedback System
<b>Teaching Aids (if any)</b>	III. Power Point Presentation mmm. White Board
<b>Teaching Development</b>	<p><b>82. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you understand by 360-degree feedback? What are the sources of 360-degree feedback?</li> <li>- Introduce the concept of 360-degree feedback.</li> <li>- Talk about the various sources of 360-degree feedback.</li> </ul> <p><b>83. Development</b> (30 minutes)</p> <p>eee. Explain the concept of 360-degree feedback          fff. Identify the sources of 360-degree feedback</p> <ul style="list-style-type: none"> <li>• Manager</li> <li>• Peer</li> <li>• Customer</li> <li>• Direct Reports</li> </ul> <p>ggg. Explain the scope of 360-degree feedback</p> <ul style="list-style-type: none"> <li>• Organizations need to tailor their 360-degree feedback questionnaire to their assessment needs and values. Questionnaires typically cover the following categories:             <ul style="list-style-type: none"> <li>· Communication skills</li> <li>· Interpersonal/soft skills</li> <li>· Collaboration and teamwork</li> <li>· Leadership and management capabilities</li> <li>· Innovation and creative abilities</li> <li>· Business goals/desired culture being lived out</li> </ul> </li> </ul> <p><b>84. Exercise</b> (5 minutes) – Summarising</p>



<b>Closure</b>	82. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 83. Discuss the University Questions from the Syllabus. 84. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.aihr.com/blog/360-degree-feedback/">https://www.aihr.com/blog/360-degree-feedback/</a> <a href="https://virtualspeech.com/blog/360-degree-feedback">https://virtualspeech.com/blog/360-degree-feedback</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	55. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 56. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 29	<b>Course Name: HR Management</b> <b>Topic: 360 Degree Feedback System:</b> <b>Advantages and Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  hhh. Identify the advantages of 360 Degree Feedback System iii. Articulate the disadvantages of 360 Degree Feedback System jjj. Appraise the best practices for implementing 360 Degree Feedback System
<b>Teaching Aids (if any)</b>	nnn. Power Point Presentation ooo. White Board
<b>Teaching Development</b>	<p><b>85. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions How 360-degree feedback is beneficial? What are the problems associated with 360-degree feedback?</li> <li>- List down the benefits of 360-degree feedback.</li> <li>- List down the problems associated with 360-degree feedback.</li> </ul> <p><b>86. Development</b> (30 minutes)</p> <p>hhh. Identify the advantages of 360-degree feedback</p> <ul style="list-style-type: none"> <li>• Building a competitive advantage</li> <li>• Improved customer service and loyalty</li> <li>• Enhanced teamwork and productivity</li> <li>• Better performance assessment for large teams or remote workers</li> <li>• Expanded internal talent pipeline</li> <li>• Lower employee turnover and higher engagement</li> </ul> <p>iii. Articulate the disadvantages of 360-degree feedback</p> <ul style="list-style-type: none"> <li>• Time and cost</li> <li>• Sustainability</li> <li>• Difficulty</li> <li>• Lack of alignment with strategy</li> <li>• Lack of Follow-up</li> </ul> <p>jjj. Appraise the best practices for implementing 360-degree feedback</p> <ul style="list-style-type: none"> <li>• Engage all relevant stakeholders</li> <li>• Define what success looks like</li> <li>• Create urgency and reward</li> <li>• Plan follow-ups</li> <li>• Consider development vs. evaluation</li> <li>• Integrate goals and competencies</li> </ul>



	<ul style="list-style-type: none"><li>• Relevant content of the 360 surveys</li><li>• Credible data</li><li>• Accountability</li><li>• Census participation</li></ul> <p><b>87. Exercise (5 minutes) – One Minute Paper</b></p>
<b>Closure</b>	<p>85. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>86. Discuss the University Questions from the Syllabus.</p> <p>87. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.aihr.com/blog/360-degree-feedback/">https://www.aihr.com/blog/360-degree-feedback/</a> <a href="https://virtualspeech.com/blog/360-degree-feedback">https://virtualspeech.com/blog/360-degree-feedback</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>57. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>58. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>



<b>Lesson Plan No.</b> 30	<b>Course Name: HR Management</b> <b>Topic: Compensation Management:</b> <b>Nature and Objectives</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  kkk. Understand the concept of compensation management lll. Discuss the nature of compensation management mmm. Identify the objectives of compensation management nnn. Determine the benefits of compensation management
<b>Teaching Aids (if any)</b>	ppp. Power Point Presentation qqq. White Board
<b>Teaching Development</b>	<p><b>88. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by compensation management? Why compensation management is essential?</li> <li>- Introduce the concept of compensation management.</li> <li>- Talk about the significance of compensation management.</li> </ul> <p><b>89. Development (30 minutes)</b></p> <p>kkk. Explain the concept of compensation management lll. Discuss the nature of compensation management</p> <ul style="list-style-type: none"> <li>• Integral Part of HRM</li> <li>• Challenging Function</li> <li>• Dynamic Discipline</li> <li>• Wide Application</li> <li>• Strategic Tool</li> </ul> <p>mmm. Identify the objectives of compensation management</p> <ul style="list-style-type: none"> <li>• Attracting the right talent</li> <li>• Cost control</li> <li>• Ensuring pay fairness</li> <li>• Legal compliance</li> <li>• Motivating sales employees</li> <li>• Enhancing productivity</li> <li>• Retaining talent</li> </ul> <p>nnn. Determine the benefits of compensation management</p> <ul style="list-style-type: none"> <li>• Attracting and Retaining Talent</li> <li>• Motivation and Performance</li> <li>• Job Satisfaction</li> <li>• Equity and Fairness</li> <li>• Cost Control</li> </ul>



	<ul style="list-style-type: none"><li>• Legal Compliance</li><li>• Flexibility and Adaptability</li><li>• Employee Engagement</li><li>• Retention of Top Performers</li><li>• Employee Development</li><li>• Alignment with Organizational Goals</li><li>• Employee Feedback and Communication</li></ul> <p><b>90.</b> Exercise (5 minutes) – Summarising</p>
<b>Closure</b>	<p>88. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>89. Discuss the University Questions from the Syllabus.</p> <p>90. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.compport.com/blog/types-of-compensation-management-in-hrm">https://www.compport.com/blog/types-of-compensation-management-in-hrm</a> <a href="https://www.elevate.so/blog/what-is-compensation-management/">https://www.elevate.so/blog/what-is-compensation-management/</a> <a href="https://razorpay.com/payroll/learn/compensation-management/">https://razorpay.com/payroll/learn/compensation-management/</a> <a href="https://www.hibob.com/hr-glossary/compensation-management-planning/">https://www.hibob.com/hr-glossary/compensation-management-planning/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>59. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>60. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 31	<b>Course Name: HR Management</b> <b>Topic: Compensation Management:</b> <b>Factors Affecting and Types</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  ooo. Articulate the types of compensation management ppp. Appraise the factors affecting compensation management
<b>Teaching Aids (if any)</b>	rrr. Power Point Presentation sss. White Board
<b>Teaching Development</b>	<p><b>91. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions What are the factors that can influence compensation management? What are the different types of compensation management?</li> <li>- List down the factors that can influence compensation management.</li> <li>- Talk about the types of compensation management.</li> </ul> <p><b>92. Development (30 minutes)</b></p> <p>ooo. Articulate the types of compensation management</p> <ul style="list-style-type: none"> <li>• Direct Compensation Hourly pay Salary Commission Bonus</li> <li>• Indirect Compensation Insurance Paid Holidays ESOPs</li> </ul> <p>ppp. Appraise the factors affecting compensation management</p> <ul style="list-style-type: none"> <li>• Productivity of workers</li> <li>• Ability to pay</li> <li>• Government policies</li> <li>• Labour unions</li> <li>• Cost of living</li> <li>• Demand and supply of labour</li> <li>• Industry standards</li> </ul> <p><b>93. Exercise (5 minutes) – One Minute Paper</b></p>



<b>Closure</b>	91. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 92. Discuss the University Questions from the Syllabus. 93. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.compport.com/blog/types-of-compensation-management-in-hrm">https://www.compport.com/blog/types-of-compensation-management-in-hrm</a> <a href="https://www.elevate.so/blog/what-is-compensation-management/">https://www.elevate.so/blog/what-is-compensation-management/</a> <a href="https://razorpay.com/payroll/learn/compensation-management/">https://razorpay.com/payroll/learn/compensation-management/</a> <a href="https://www.hibob.com/hr-glossary/compensation-management-planning/">https://www.hibob.com/hr-glossary/compensation-management-planning/</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	61. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 62. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 32	<b>Course Name: HR Management</b> <b>Topic: E-HRM: Goal, Roles and Types</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  qqq. Discuss the goals of E-HRM rrr. Identify the types of E-HRM sss. Describe the roles of E-HRM
<b>Teaching Aids (if any)</b>	ttt. Power Point Presentation uuu. White Board vvv. Video
<b>Teaching Development</b>	<p><b>94. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by E-HRM? Why it is significant in the present world scenario?</li> <li>- Introduce the concept of E-HRM.</li> <li>- Talk about the significance of E-HRM.</li> </ul> <p><b>95. Development</b> (30 minutes)</p> <p>qqq. Explain the concept of E-HRM        rrr. Discuss the goals of E-HRM</p> <ul style="list-style-type: none"> <li>• Improving communication between HR professionals and employees</li> <li>• Increasing access to HR information and tools</li> <li>• Making HR processes more efficient</li> <li>• Improving decision-making in HR</li> <li>• Enabling remote working for HR professionals</li> <li>• Reducing the cost of HR operations</li> <li>• Increasing the accuracy of HR data</li> </ul> <p>sss. Identify the types of E-HRM</p> <ul style="list-style-type: none"> <li>• Operational</li> <li>• Relational</li> <li>• Transformational</li> </ul> <p>ttt. Describe the roles of E-HRM</p> <ul style="list-style-type: none"> <li>• <b>Communication</b> E-HRM can improve communication between HR professionals and employees by providing a more efficient way to exchange information.</li> <li>• <b>Processes</b> E-HRM can improve the efficiency of HR processes by automating and streamlining various HR tasks.</li> <li>• <b>Decision making</b></li> </ul>



	<p>E-HRM can improve decision-making in HR by providing access to data and analytics that can be used to identify trends and make informed decisions.</p> <p><b>96.</b> Exercise (5 minutes) – Display Video <a href="https://www.youtube.com/watch?v=urFh8CywNLO">https://www.youtube.com/watch?v=urFh8CywNLO</a></p>
<b>Closure</b>	<p>94. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>95. Discuss the University Questions from the Syllabus.</p> <p>96. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.marketing91.com/e-hrm/">https://www.marketing91.com/e-hrm/</a> <a href="https://www.jetir.org/papers/JETIRX006046.pdf">https://www.jetir.org/papers/JETIRX006046.pdf</a> <a href="https://blog.airmason.com/human-resource-functional-areas/">https://blog.airmason.com/human-resource-functional-areas/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>63. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>64. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 33	<b>Course Name: HR Management</b> <b>Topic: E-HRM: Functional Areas,</b> <b>Benefits, Advantages and Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  tt. Articulate the advantages and disadvantages of E-HRM uuu. Appraise the functional areas of E-HRM vvv. Determine the benefits of E-HRM
<b>Teaching Aids (if any)</b>	www. Power Point Presentation xxx. White Board yyy. Video
<b>Teaching Development</b>	<p><b>97. Introduction</b> (05 minutes)</p> <ul style="list-style-type: none"> <li>- Ask questions What can be the various functional areas of E-HRM? What are the major benefits of E-HRM?</li> <li>- Talk about the functional areas of E-HRM.</li> <li>- List down the benefits of E-HRM.</li> </ul> <p><b>98. Development</b> (30 minutes)</p> <p>uuu. Articulate the advantages of E-HRM</p> <ul style="list-style-type: none"> <li>• Improves communication between HR professionals and employees</li> <li>• Increases access to HR information and tools</li> <li>• Makes HR processes more efficient</li> <li>• Improves decision-making in HR</li> <li>• Enables remote working for HR professionals</li> <li>• Reduces the cost of HR operations</li> <li>• Increases the accuracy of HR data</li> </ul> <p>vvv. Articulate the disadvantages of E-HRM</p> <ul style="list-style-type: none"> <li>• Security concerns</li> <li>• Privacy concerns</li> <li>• Implementation costs</li> <li>• Change management</li> <li>• Employee resistance</li> <li>• Requires a high level of IT skills</li> </ul> <p>www. Appraise the functional areas of E-HRM</p> <ul style="list-style-type: none"> <li>• E-Recruitment</li> <li>• E-Selection</li> <li>• E-learning</li> <li>• Video</li> <li>• Audio</li> </ul>



	<ul style="list-style-type: none"> <li>• Videoconferencing</li> <li>• Blogging</li> <li>• Computers, Tablets and Mobile devices</li> <li>• E-Performance Management</li> <li>• E-Compensation</li> <li>• Employee Benefits</li> </ul> <p>xxx. Determine the benefits of E-HRM</p> <ul style="list-style-type: none"> <li>• It leads to more transparent system</li> <li>• Considerable reduction of administrative burden</li> <li>• Provides integral support for the management of human resources and all other basic support systems</li> <li>• E-HRM saves cost, time and labour</li> <li>• Promotes efficiency of management</li> <li>• Quick reporting to the management</li> <li>• User friendly interface</li> <li>• Decentralization of HR tasks</li> <li>• Transforming HR professionals from administrative to strategic support providers.</li> <li>• Generation of HR reports to take strategic decisions in an organization.</li> <li>• Standardization</li> <li>• Connectivity with the existing information of worker’s payroll, attendance and ERP modules eases the work</li> </ul> <p><b>99.</b> Exercise (5 minutes) – Display Video <a href="https://www.youtube.com/watch?v=urFh8CywNLO">https://www.youtube.com/watch?v=urFh8CywNLO</a></p>
<b>Closure</b>	<p>97. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>98. Discuss the University Questions from the Syllabus.</p> <p>99. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.marketing91.com/e-hrm/">https://www.marketing91.com/e-hrm/</a> <a href="https://www.jetir.org/papers/JETIRX006046.pdf">https://www.jetir.org/papers/JETIRX006046.pdf</a> <a href="https://blog.airmason.com/human-resource-functional-areas/">https://blog.airmason.com/human-resource-functional-areas/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>65. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>66. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 34	<b>Course Name: HR Management</b> <b>Topic: E-Recruitment: Process and Methods</b>	<b>Course No.:</b> BBALLB-404
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  www. Understand the concept of E-Recruitment xxx. Discuss the process of E-Recruitment yyy. Identify the methods of E-Recruitment
<b>Teaching Aids (if any)</b>	zzz. Power Point Presentation aaaa. White Board bbbb. Video
<b>Teaching Development</b>	<p><b>100. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions What do you mean by E-Recruitment? What can be the different methods of E-Recruitment?</li> <li>- Talk about E-Recruitment.</li> <li>- List down the methods of E-Recruitment.</li> </ul> <p><b>101. Development (30 minutes)</b></p> <p>yyy. Explain the concept of E-Recruitment</p> <p>zzz. Discuss the process of E-Recruitment</p> <p style="text-align: center;"><b>Setting the foundation</b></p> <ul style="list-style-type: none"> <li>• Understand company need</li> <li>• Set clear objectives</li> </ul> <p style="text-align: center;"><b>Selection of technology</b></p> <ul style="list-style-type: none"> <li>• Applicant Tracking system</li> <li>• Video interview platforms</li> <li>• Online assessment tools</li> </ul> <p style="text-align: center;"><b>Develop a digital presence</b></p> <ul style="list-style-type: none"> <li>• Company careers page</li> <li>• Leverage social media</li> </ul> <p style="text-align: center;"><b>Posting and promoting the job openings</b></p> <ul style="list-style-type: none"> <li>• Craft compelling job descriptions</li> <li>• Post on multiple channels</li> </ul> <p style="text-align: center;"><b>Screening and Assessment</b></p> <ul style="list-style-type: none"> <li>• Filtering applications</li> <li>• Online assessment</li> <li>• Initial screening</li> </ul> <p style="text-align: center;"><b>Interview Process</b></p> <ul style="list-style-type: none"> <li>• Panel Interview</li> <li>• Structured Interview</li> </ul> <p style="text-align: center;"><b>Offer and Onboarding</b></p>



	<ul style="list-style-type: none"> <li>• Digital offer letters</li> <li>• Online Onboarding</li> <li>• <b>Feedback and refinement</b></li> <li>• Gather Feedback</li> <li>• Monitor metrics</li> <li>• <b>Ensure data security and compliance</b></li> <li>• Protect personal data</li> <li>• Regular audits</li> <li>• <b>Continuous engagement</b></li> <li>• CRM</li> <li>• Alumni networks</li> </ul> <p>aaaa. Identify the methods of E-Recruitment</p> <ul style="list-style-type: none"> <li>• Company Website/Career Portals</li> <li>• Job Boards and Job Search Engines</li> <li>• Professional Networking Sites</li> <li>• Social Media Recruiting</li> <li>• Recruitment Apps</li> <li>• Online recruitment Agencies</li> </ul> <p><b>102.</b> Exercise (5 minutes) – Display Video  <a href="https://www.youtube.com/watch?v=wfNdiIBF0og">https://www.youtube.com/watch?v=wfNdiIBF0og</a>  <a href="https://www.youtube.com/watch?v=K8bzkapgPok">https://www.youtube.com/watch?v=K8bzkapgPok</a></p>
<p><b>Closure</b></p>	<p>100. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>101. Discuss the University Questions from the Syllabus.</p> <p>102. Suggested Reading: Human Resource Management by VSP Rao.  <a href="https://www.pazcare.com/hr-glossary/e-recruitment">https://www.pazcare.com/hr-glossary/e-recruitment</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<p><b>Evaluation</b></p>	<p>67. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>68. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 35	<b>Course Name: HR Management</b> <b>Topic: E-Recruitment: Best Practices, Advantages and Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  zzz. Articulate the advantages and disadvantages of E-Recruitment aaaa. Appraise the best practices of E-Recruitment
<b>Teaching Aids (if any)</b>	cccc. Power Point Presentation dddd. White Board eeee. Video
<b>Teaching Development</b>	<p><b>103. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions What are the benefits of E-Recruitment? What are the problems associated with E-Recruitment?</li> <li>- List down the benefits of E-Recruitment.</li> <li>- List down the problems associated with E-Recruitment.</li> </ul> <p><b>104. Development (30 minutes)</b></p> bbbb. Articulate the advantages of E-Recruitment <ul style="list-style-type: none"> <li>• Broader search</li> <li>• Cost effective</li> <li>• Fast recruitment</li> <li>• Branding</li> <li>• Flexibility</li> <li>• Efficient data management</li> <li>• Analytics and insights</li> </ul> cccc. Articulate the disadvantages of E-recruitment <ul style="list-style-type: none"> <li>• Overload of applications</li> <li>• Technology issues</li> <li>• Security concerns</li> <li>• Lack of personal touch</li> <li>• Potential bias</li> </ul> dddd. Appraise the best practices of E-Recruitment <ul style="list-style-type: none"> <li>• Mobile optimization</li> <li>• Clear job description</li> <li>• Utilize multiple channels</li> <li>• Engaging content</li> <li>• Feedback mechanism</li> <li>• Regularly update technology</li> <li>• Diverse representation</li> </ul>



	<p><b>105.</b> Exercise (5 minutes) – Display Video <a href="https://www.youtube.com/watch?v=wfNdiIBF0og">https://www.youtube.com/watch?v=wfNdiIBF0og</a> <a href="https://www.youtube.com/watch?v=K8bzkapgPok">https://www.youtube.com/watch?v=K8bzkapgPok</a></p>
<b>Closure</b>	<p>103. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>104. Discuss the University Questions from the Syllabus.</p> <p>105. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.pazcare.com/hr-glossary/e-recruitment">https://www.pazcare.com/hr-glossary/e-recruitment</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>69. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>70. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 36	<b>Course Name: HR Management</b> <b>Topic: E-Selection: Concept, Advantages and Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  bbbb. Understand the concept of E-Selection cccc. Articulate the advantages and disadvantages of E-Selection
<b>Teaching Aids (if any)</b>	ffff. Power Point Presentation gggg. White Board
<b>Teaching Development</b>	<p><b>106. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions          What do you mean by E-Selection?          What are the benefits of E-Selection?          What are the problems associated with E-Selection?</li> <li>- Talk about the concept of E-Selection.</li> <li>- List down the benefits of E-Selection.</li> <li>- List down the problems associated with E-Selection.</li> </ul> <p><b>107. Development (30 minutes)</b></p> <p>eeee. Explain the concept of E-Selection        ffff. Articulate the advantages of E-Selection</p> <ul style="list-style-type: none"> <li>• The candidate need not move from his place to take the written test, preliminary interview, provide additional information and final interview Thus,</li> <li>• It eliminates inconveniences, reduces cost and time required to conduct the selection process.</li> <li>• It reduces the time required for other selection techniques;</li> <li>• It drastically reduces the overall cost of selection process. However, there are certain limitations of e selection.</li> </ul> <p>gggg. Articulate the disadvantages of E-Selection</p> <ul style="list-style-type: none"> <li>• It cannot operate certain selection-tests like, psychological tests;</li> <li>• Mechanical defects in transmitting information reduce the efficiency of selection techniques; and</li> <li>• Judgement based on the e-selection process cannot be as perfect as traditional process.</li> </ul> <p><b>108. Exercise (5 minutes) – Summarising</b></p>



<b>Closure</b>	106. Summarize the Lesson Learning Outcomes and get affirmation from students on these. 107. Discuss the University Questions from the Syllabus. 108. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.timesdarpan.com/en/what-is-e-selection-advantages-and-their-limitations/">https://www.timesdarpan.com/en/what-is-e-selection-advantages-and-their-limitations/</a>  Spend 5 minutes to wrap up and consolidate the learnings
<b>Evaluation</b>	71. Reflective Questions (What, Why, Who?). Allow students to answer and discuss. 72. Conduct Discussion. Spend 5 minutes to evaluate student assimilation of the lesson contents

<b>Lesson Plan No.</b> 37	<b>Course Name: HR Management</b> <b>Topic: Video Conferencing: Concept, Types and Features</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  dddd. Understand the concept of Video Conferencing eeee. Identify the types of Video Conferencing ffff. Discuss the features of Video Conferencing
<b>Teaching Aids (if any)</b>	hhhh. Power Point Presentation iiiii. White Board
<b>Teaching Development</b>	<p><b>109. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions          What do you mean by Video Conferencing?          What are the different types of Video Conferencing?</li> <li>- Talk about the concept of Video Conferencing.</li> <li>- List down the different types of Video Conferencing.</li> </ul> <p><b>110. Development (30 minutes)</b></p> <p>hhhh. Explain the concept of Video Conferencing</p> <p>iiii. Identify the types of Video Conferencing</p> <ul style="list-style-type: none"> <li>• Point to Point Conferencing</li> <li>• Multipoint Conferencing</li> </ul> <p>jjjj. Discuss the features of Video Conferencing</p> <div data-bbox="399 1388 1372 1937" data-label="Diagram"> <pre>       graph TD       A[Key features of video conferencing software] --- B[Screen sharing]       A --- C[File sharing]       A --- D[Simultaneous annotation]       A --- E[Video call recording]       A --- F[Chat box]       A --- G[Device switching]       </pre> </div> <p><b>111. Exercise (5 minutes) – One Minute Paper</b></p>



<b>Closure</b>	<p>109. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>110. Discuss the University Questions from the Syllabus.</p> <p>111. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.lifesize.com/video-conferencing/what-is-video-conferencing/">https://www.lifesize.com/video-conferencing/what-is-video-conferencing/</a> <a href="https://www.contus.com/blog/all-about-video-conferencing/">https://www.contus.com/blog/all-about-video-conferencing/</a> <a href="https://indiafreenotes.com/video-conferencing-importance-advantages-and-disadvantages/">https://indiafreenotes.com/video-conferencing-importance-advantages-and-disadvantages/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>73. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>74. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 38	<b>Course Name: HR Management</b> <b>Topic: Video Conferencing: Significance, Advantages and Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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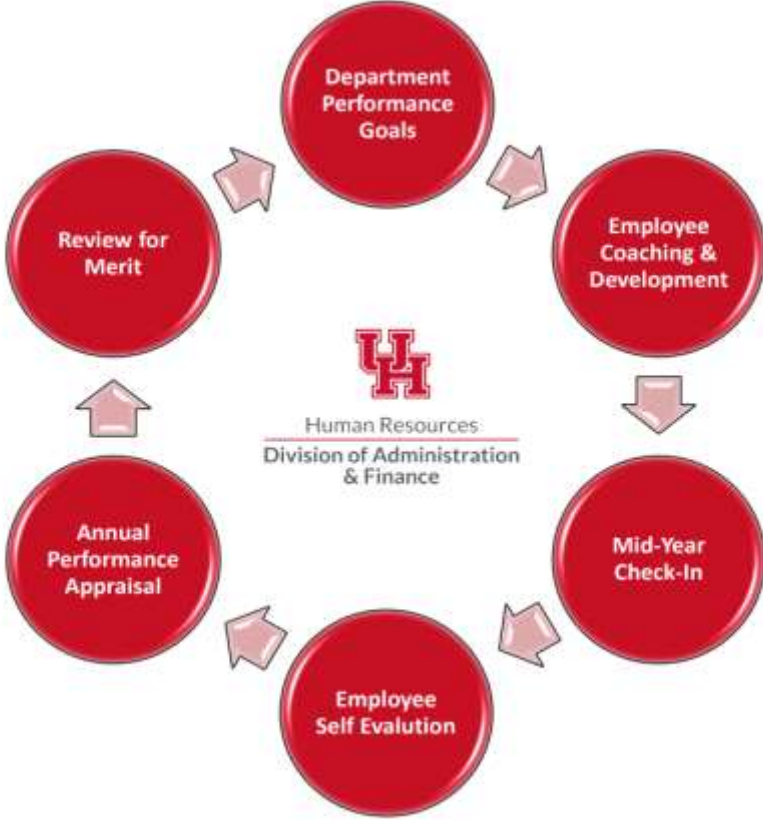

<b>Objectives</b>	At the end of the lesson the students shall be able to:  gggg. Examine the significance of Video Conferencing hhhh. Measure the advantages and disadvantages of E-Selection
<b>Teaching Aids (if any)</b>	jjjj. Power Point Presentation kkkk. White Board
<b>Teaching Development</b>	<p><b>112. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions What are the benefits of Video Conferencing? What are the problems associated with Video Conferencing?</li> <li>- List down the benefits of Video Conferencing.</li> <li>- List down the problems associated with Video Conferencing.</li> </ul> <p><b>113. Development (30 minutes)</b></p> <p>kkkk. Examine the significance of Video Conferencing</p> <ul style="list-style-type: none"> <li>• Improve value and reduce redundancy</li> <li>• Increase communication reliability</li> <li>• Enable the digital workforce</li> <li>• Rally communication and culture</li> <li>• Simplify management and usability</li> </ul> <p>llll. Measure the advantages of Video Conferencing</p> <ul style="list-style-type: none"> <li>• Cost cutting</li> <li>• Happier employees and higher job retention</li> <li>• Enhance productivity</li> <li>• No barrier of time</li> </ul> <p>mmmm. Measure the disadvantages of Video Conferencing</p> <ul style="list-style-type: none"> <li>• Event the best system can suffer from technical problems</li> <li>• It still lacks the personal touch of face-to-face communication</li> <li>• Technical issues</li> <li>• Leads misjudgments</li> <li>• Financial strain</li> <li>• It has a high initial cost</li> </ul> <p><b>114. Exercise (5 minutes) – Think-Pair-Share</b></p>



<b>Closure</b>	<p>112. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>113. Discuss the University Questions from the Syllabus.</p> <p>114. Suggested Reading: Human Resource Management by VSP Rao. <a href="https://www.lifesize.com/video-conferencing/what-is-video-conferencing/">https://www.lifesize.com/video-conferencing/what-is-video-conferencing/</a> <a href="https://www.contus.com/blog/all-about-video-conferencing/">https://www.contus.com/blog/all-about-video-conferencing/</a> <a href="https://indiafreenotes.com/video-conferencing-importance-advantages-and-disadvantages/">https://indiafreenotes.com/video-conferencing-importance-advantages-and-disadvantages/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>75. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>76. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 39	<b>Course Name: HR Management</b> <b>Topic: E-Performance Management:</b> <b>Concept, Process, Advantages and</b> <b>Disadvantages</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  iiiii. Understand the concept of E-Performance Management jjjj. Measure the advantages and disadvantages of E-Performance Management kkkk. Discuss the process of E-Performance Management
<b>Teaching Aids (if any)</b>	llll. Power Point Presentation mmmm. White Board
<b>Teaching Development</b>	<p><b>115. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions            What do you mean by E-Performance Management?            What are the benefits of E-Performance Management?            What are the problems associated with E-Performance Management?            Talk about E-Performance Management.</li> <li>- List down the benefits of E-Performance Management.</li> <li>- List down the problems associated with E-Performance Management.</li> </ul> <p><b>116. Development (30 minutes)</b></p> <p>nnnn. Explain the concept of E-Performance Management        oooo. Measure the advantages of E-Performance Management</p> <ul style="list-style-type: none"> <li>• Allows an enterprise to make business decisions in advance</li> <li>• Implement business strategies based on reliable information</li> <li>• These systems combine complete internal and external information about work processes</li> <li>• Optimize corporate activities; they determine a winning strategy and the best ways to implement it</li> <li>• Young people aged from 23 to 28 (20.8% of respondents) more actively support such technologies than older employees</li> <li>• Integrated management systems, due to their high efficiency, pay off quickly, save money that is spent on managing operations, and open up opportunities for more productive management of the enterprise as</li> </ul>

	<p>a whole.</p> <p>pppp. Measure the disadvantage of E-Performance Management</p> <ul style="list-style-type: none"> <li>• An irrational use of resources, as well as a lack of interaction with the user.</li> <li>• The degree of centralization or decentralization depends on the number and importance of decisions made at the lower level.</li> <li>• Weak mobility and modifiability and significant expenditure of processing time.</li> <li>• There are some financial risks since the cost of creating E-PMS is rather high</li> </ul> <p>qqqq. Discuss the process of E-Performance Management</p> <div data-bbox="496 875 1262 1693" data-label="Diagram">  <pre> graph TD     A((Department Performance Goals)) --&gt; B((Employee Coaching &amp; Development))     B --&gt; C((Mid-Year Check-In))     C --&gt; D((Employee Self Evaluation))     D --&gt; E((Annual Performance Appraisal))     E --&gt; F((Review for Merit))     F --&gt; A     </pre> <p style="text-align: center;">           Human Resources          Division of Administration &amp; Finance     </p> </div> <p>117. Exercise (5 minutes) – Summarising</p>
<p><b>Closure</b></p>	<p>115. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>116. Discuss the University Questions from the Syllabus.</p> <p>117. Suggested Reading: Human Resource Management by VSP Rao.  <a href="#">Electronic Performance Management Systems: Pros &amp; Cons   Business Essay Example (essaybizlab.com)</a></p>



	<p><a href="http://pgdhrm2011.blogspot.com/2012/04/e-performance-management.html">http://pgdhrm2011.blogspot.com/2012/04/e-performance-management.html</a> <a href="https://prezi.com/xw2bmyj4-p9m/e-performance-management/">https://prezi.com/xw2bmyj4-p9m/e-performance-management/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>77. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>78. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>

<b>Lesson Plan No.</b> 40	<b>Course Name: HR Management</b> <b>Topic: E-Performance Management:</b> <b>Guidelines for Managers and Employees</b>	<b>Course No.:</b> <b>BBALLB-404</b>
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<b>Objectives</b>	At the end of the lesson the students shall be able to:  IIII. Identify the E-Performance Management Guidelines for Managers mmmm. Identify the E-Performance Management Guidelines for Employees
<b>Teaching Aids (if any)</b>	nnnn. Power Point Presentation oooo. White Board
<b>Teaching Development</b>	<p><b>118. Introduction (05 minutes)</b></p> <ul style="list-style-type: none"> <li>- Ask questions            What are the requirements of E-Performance Management for managers?            What are the requirements of E-Performance Management for employees?</li> <li>- List down the requirements of E-Performance Management for managers.</li> <li>- List down the requirements of E-Performance Management for employees.</li> </ul> <p><b>119. Development (30 minutes)</b></p> <p>rrrr. Identify the E-Performance Management Guidelines for managers</p> <ul style="list-style-type: none"> <li>• HR Creates documents</li> <li>• Define criteria</li> <li>• Finalize criteria</li> <li>• Mid-year Check-in</li> <li>• Review self-evaluation</li> <li>• Complete manager evaluation</li> </ul> <p>ssss. Identify the E-Performance Management Guidelines for employees</p> <ul style="list-style-type: none"> <li>• Define criteria</li> <li>• Mid-year Check-in</li> <li>• Complete self-evaluation</li> <li>• Review manager evaluation</li> </ul> <p><b>120. Exercise (5 minutes) – One Minute Paper</b></p>



<b>Closure</b>	<p>118. Summarize the Lesson Learning Outcomes and get affirmation from students on these.</p> <p>119. Discuss the University Questions from the Syllabus.</p> <p>120. Suggested Reading: Human Resource Management by VSP Rao.</p> <p><a href="#">Electronic Performance Management Systems: Pros &amp; Cons   Business Essay Example (essaybizlab.com)</a></p> <p><a href="http://pgdhrm2011.blogspot.com/2012/04/e-performance-management.html">http://pgdhrm2011.blogspot.com/2012/04/e-performance-management.html</a></p> <p><a href="https://prezi.com/xw2bmyj4-p9m/e-performance-management/">https://prezi.com/xw2bmyj4-p9m/e-performance-management/</a></p> <p>Spend 5 minutes to wrap up and consolidate the learnings</p>
<b>Evaluation</b>	<p>79. Reflective Questions (What, Why, Who?). Allow students to answer and discuss.</p> <p>80. Conduct Discussion.</p> <p>Spend 5 minutes to evaluate student assimilation of the lesson contents</p>