



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

Dundigal - 500 043, Hyderabad, Telangana

COURSE CONTENT

HUMAN RESOURCE MANAGEMNT								
II Semester: MBA								
Course Code	Category	Hours / Week			Credits	Maximum Marks		
		L	T	P		CIA	SEE	Total
CMBD14	Core	4	-	-	4	40	60	100
		Contact Classes: 40			Tutorial Classes: 05		Practical Classes: Nil	
Prerequisite: Management and Organizational Behavior								

I. COURSE OVERVIEW:

Human Resource Management links people-related activities to business strategy. The course develops a critical understanding of the role and functions of the various human resource activities in an organization, providing students with a comprehensive review of key HRM concepts, techniques, and issues. Topics include job analysis and design; recruitment and selection; evaluation; performance management; occupational health and safety; and the strategic contribution of HRM to organizational performance and evaluating HRM effectiveness. Working with contemporary case studies, collaborative and individual work processes enhance communication and discourse, which are characteristic of the HRM context and environment.

II. COURSES OBJECTIVES:

The students will try to learn:

- I. The role of human resource management in the effective management of organizations.
- II. The implementation process of recruitment, selection and performance management system in an organization.
- III. The fundamentals training strategies and specifications for the delivery of training programs.
- IV. The processes for compensation management and reward systems.

III. COURSE OUTCOMES:

At the end of the course students should be able to:

- CO1 Summarize and apply basic human resource management concepts to real-world business situations.
- CO2 Recognize and classify various recruitment and selection processes to enhance employees' performance.
- CO3 Demonstrate the concept of training and development, as well as describe the different types of training to improve employees' talents and performance.
- CO4 Identify performance appraisal procedures that can help you to improve your work skills, knowledge, talents, and personalities
- CO5 Develop compensation and reward strategy to recruit, motivate, and retain outstanding talent.
- CO6 Incorporate strong employee and employer relations to promote cooperation and productivity among employees.

IV. COURSE CONTENT:

MODULE - I: INTRODUCTION TO HUMAN RESOURCE MANAGEMENT (10)

Nature, importance of HRM, objectives and functions HR as a source of competitive advantage, Equal opportunity and the Law, Human Resource Management and Analysis, Human Resource Planning and Human capital Analysis, agile HR.

MODULE - II: RECRUITMENT AND SELECTION (10)

Hiring process and hiring decision, external and internal hiring, screening the candidates, Job analysis – critical incident technique, position analysis questionnaire, subject expert workshops, job analysis questionnaire.

MODULE - III: TRAINING AND DEVELOPMENT AND PERFORMANCE MANAGEMENT (08)

Importance of Training and Development, Training Process, Analyzing Training Needs & Designing the Program, Implementation of training programs, Training Methods, Management Development Process, Evaluation of Training and Development programs.

Performance Management: Concept of Performance Management and Appraisal, The Performance Appraisal Process, Techniques for Performance Appraisal, Career Management.

MODULE - IV: COMPENSATION AND EMPLOYEE WELFARE (08)

Basic Factors in Determining Pay Rates, Job Evaluation Methods, Compensation and Reward Structure, Pricing Managerial and Professional Jobs, Performance based Pay Benefits: Insurance, Retirement Benefits, and Employee Welfare Facilities. Salient Features of Workmen Compensation Act & Minimum Wages Act.

MODULE - V: EMPLOYEE RELATIONS (09)

Ethics, Employee Relations, and Fair Treatment at Work, Labor Relations and Collective Bargaining, Employee welfare measures, Managing Global Human Resources, Managing Human Resources in Small and Entrepreneurial Firms, employee separation.

V. TEXTBOOKS:

1. V.S.P. Rao, "Human Resource Management", Cengage Learning, 8th edition, 2019.
2. Raman Preet, "Future of Human Resource Management: Case Studies with Strategic Approach", Cengage Learning, 5th edition, 2019.
3. K.Aswathappa, "Human Resource Management", Mc Graw-Hill, 8th edition, 2017.
4. Gary Dessler, Biju Varkkey. "Human Resource Management", Pearson, 4th edition, 2017.
5. Robert L.Mathis, John H.Jackson, Manas Ranjan Tripathy, "Human Resource Management", Cengage Learning, 10th edition, 2016.
6. Gary Dessler, Human Resource Management, Pearson Publications, 15th edition, New Delhi, 2011.
7. Aryasri, A. V. V Raju, "Human Resources Management", Students Helpline Publishing House Private Limited, 2nd edition, 2010.
8. R S. Dwivedi, Human Resource Management, Vikas publishing house, 2nd edition, Bangalore, 2009.

VI. REFERENCE BOOKS:

1. Venkata Raman C. S, Srivastava B. K, "Personnel Human Resource Management", Tata McGraw Hill, 2nd edition, 2009.
2. Cynthia D. Fisher, Lyle F. Schoenfeld, "Human Resource Management", Wiley India Publishers, 3rd edition, 2009.
3. Jyothi," Human Resource Management", Pearson Education, 12th edition, 2009.
4. R. Wayne Mondy, Robert M. Noe, "Human Resource Management", Pearson Education, 5th revised edition, 2009.

VII. Web References:

1. <https://play.google.com/books/reader?id=-NbrDQAAQBAJ&hl=en&pg=GBS.PT14>
2. <https://play.google.com/books/reader?id=QCkq8zyRPYC&hl=en&pg=GBS.PT26.w.5.0.49>
3. <https://play.google.com/books/reader?id=51G11zh2yp8C&hl=en&pg=GBS.PR13>
4. <https://play.google.com/books/reader?id=3tY8DgAAQBAJ&hl=en&pg=GBS.PA6>

VIII. E-Text Books:

1. <https://www.pdfdrive.com/human-resources-management-set-concepts-methodologies-tools-and-applications-human-resources-management-concepts-methodologies-tools-and-applications-e175226969.html>
2. <https://www.pdfdrive.com/human-resource-management-e5972245.html>
3. <https://www.pdfdrive.com/human-resource-management-e30956441.html>
4. <https://www.pdfdrive.com/human-resource-management-practice-yimgcom-e11037371.html>
5. <https://open.lib.umn.edu/humanresourcemanagement/>
6. https://primo.csu.edu.au/permalink/61CSU_INST/1hkg98a/alma991001683790402357