



Code	Subject Title	Cr. Hrs	Semester
HR-211	Human Resource Management	3	III
Year	Discipline		
2	Applied Psychology, English, Social Work		

**HRM Concepts**

**A conceptual overview of Human Resource Management**

The history of HRM  
 The HRM: Field and Activities  
 What is HRM?  
 Recognition of Human Resources as human capital  
 Various Models of HRM

**HRM Context**

**The Environment of HRM**

External Environment  
 Internal Environment  
 Factors influencing Environment of HRM  
 HR challenges: globalization, competition, gender and work force diversity, telecommuting and quality management  
 HR response to cope with challenges

**Equal Employment Opportunities**

The Nature of Work  
 Laws affecting discriminatory practices on the basis of gender, minorities, ethnicities, age and disability.  
 Guarding against discriminatory practices, Glass Ceiling, Sexual Harassment and other forms of discrimination, equality of opportunities affirmative action and an awareness of Constitutional Laws, rules, regulations and specific Acts and policies regarding the issue.  
 Importance of enforcing Equal Employment Opportunities  
 Global & Indigenous Perspectives

**A Safe and Healthy Environment (SHE)**

Health and Safety in HRM  
 The Importance of Health and Safety at Workplace  
 Occupational Health Problems and Issues  
 A Safe and Healthy Work Environment for All  
 Global and Indigenous Perspectives on SHE

**HRM Strategy**

**Job Analysis**

A The nature of Job Analysis  
 Methods of Job Analysis  
 Writing Job Specifications  
 Job Analysis in a Jobless World  
 Designing Jobs  
 Motivation Theories/Models  
 Job Design to increase Motivation of individuals



**Human Resource Planning**

The Human Resource Planning Process  
Forecasting Human Resource Requirement  
Forecasting Human Resource Availability  
Determining Required Skills, Knowledge and Abilities across gender  
Issues in Human Resource Planning

**Recruitment and Selection**

Goals of Recruitment  
Factors that Affect Recruitment  
External versus Internal Recruitment  
Recruitment Alternatives  
The Selection Devices  
Key Elements of Good Selection Devices  
A Global and Indigenous Perspective

**Human Resource Training and Development**

Human Resource Development: Definition and Scope  
The HRD Process  
Establishing HRD Objectives  
Implementing HRD Programs  
Training Need Assessment  
A Global and Indigenous perspective  
Designing, implementing and evaluating Training Programs

**Performance Appraisal**

Performance Appraisal and Motivation  
Performance Appraisal Methods  
Performance Appraisal: from Control to development  
Elements of Effective Performance Management System  
A Global and Indigenous Perspective

**Reward Management**

Reward Management in Organization  
Types of Rewards  
Development in Reward Management  
Alternative Reward Systems  
A Global and Indigenous Perspective  
Developing a model of equitable Reward Systems for you organization

**Organizational Effectiveness**

Compensation Policies  
Incentive Plans  
Motivational Incentive Plans for diverse work force  
Designation and Incentive Plan in view of the work force diversity  
Critical Implementation issues in Incentive Plans



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**Employee and Labor Relations**

Employee Relations and Security  
Employee Relations and Collective Bargaining

**HR Challenges**

**Organizational Change and Development**

Organizational Change  
Organizational Development  
Changing the Corporate Culture  
Traditional Organizational Development Methods  
Cotemporary OD Approaches  
Team Building OD Program Evaluation

**Human Resource Management in New Millennium**

HRM: Continuity or Transformation  
Internationalization of Business  
HRM Practices for future  
    Selection  
    Appraisal  
    Human Resource Management  
    Reward Management  
International and Indigenous HRM Perspective: A Comparison  
The Way Forward

**Text Book/s**

1. Mondy, R & Noe, R, 2008, Human Resource Management (13<sup>th</sup> Edition), Prentice Hall, USA.
2. Dessler, Gary, 2008, Human Resource Management (11<sup>th</sup> Edition), Prentice Hall, USA.
3. Specific Readings and Cases (to be provided by the Course Instructor).

**Recommended Books**

1. Barattton, J and Gold J, 2003, Human Resource Management Theory and Practice, (5<sup>th</sup> Edition), Macmillan, UK.
2. William Anthony et.al., 2006, Human Resource Management: A strategic Approach, (8<sup>th</sup> Edition), The Dryden Press, USA.
3. Wayne F. Cascio, 2003, Managing Human Resource, (8<sup>th</sup> Edition), Irwin/McGraw Hill, London.  
Journal of HRM Havard Business Review, Latest Articles, HR Sites.