



Principles of Human Resource Management
Principles of Human Resource Management
[GENERIC CODE]

Semester: III

Credits: 3

Subject Code: BB32101

Lectures: 48

Course Outcomes:

At the end of the course, the learner will be able to,

- Relate to the basic concept of HRM and develop knowledge about the various functions of HRM.
- Recall how Job Analysis & Human Resource Planning play an important role in the Organisation.
- Describe the importance of Training and Performance Appraisal.
- Recognize awareness about Changing Environment of HRM and the various trends in HRM among the students.

Unit 1: Introduction to Human Resource Management

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- Introduction
 - Meaning, Definition, Features, Scope, Objectives,
 - Importance, Principles of HRM
 - Evolution of HRM
 - Functions of HRM, Challenges of HRM
 - Role of HR Manager
- Difference between HRM & Personnel Management
- Domestic vs International HRM.
- Changing Role of HRM
- E- HRM

Unit 2: Planning for Human Resources and Job Analysis

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- **Human Resource Planning (HRP)**
 - Meaning, Definition, Objectives,
 - Advantages & Limitations/Barriers
 - Process of HRP
 - Factors Influencing the Estimation of Human Resource in Organisation,
- **Job Analysis**
 - Meaning, Definition, Objectives, Benefits,
 - Methods of Job Analysis
 - Job Analysis Components
- Job Description,
- Job Specification
- Job Evaluation

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Chairperson(HoD)	Dr. Rama Venkatachalam	



Recommended Text Books:

- C B Gupta, *Human Resource management*, 18th edition, Sultan Chand & Sons, 2017.
- Gary Dessler, Biju Varkkey, *Human Resource Management* by, 15th edition, Pearson, 2018.

Reference Books:

- Aswthappa, *Human Resource Management*, Publisher: TMH, New Delhi, 2012
- Rao, *Human Resource Management-Text & Cases*, V.S.P, Publisher: Excel Books, New Delhi, 2014
- Ramaswamy, *Managing Human Resources*, E., Publisher: Oxford University Press, New Delhi, 2012
- Michael Armstrong, *A hand book on Human Resource Management* - ebook

Websites:

- <https://i-sight.com/resources/16-hr-trends-you-need-to-know-in-2020-according-to-experts/>

E- Resources

- <https://nlist.inflibnet.ac.in/>
- <https://search.ebscohost.com/>

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Unit 3: Integrating Human Resources

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- Career Planning:
 - Meaning, Definition, Objectives, Benefits
 - Process of Career Planning
 - Stages in Career Planning
- Employee Morale:
 - Meaning, Definition
 - Causes of low Morale
 - Measures for building high Morale
- Job Satisfaction:
 - Meaning, Definition,
 - Advantages of Job Satisfaction
 - Measures to increase Job Satisfaction
- Human Relations:
 - Meaning, Importance,
 - Problems with Human Relations
 - Techniques to maintain Human Relations
 - Building positive Employee Relations
- Employee Empowerment :
 - Concept and Importance
 - Elements
- Caselets on Career Planning, Employee Morale & Job Satisfaction

Unit 4: HRM Trends in Changing Environment

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- Work force Diversity
 - Concept
 - Impact
 - Implications
- HRM Out-Sourcing
- HRM in Virtual Organisations
 - Distinguish between Traditional and Virtual Organisations
- Trends Shaping HR
 - Social Media and Digital Media
 - Artificial Intelligence
 - Remote Employees
 - Virtual Team Building
 - Inclusion
 - Recruitment Marketing

12 hours for Library work, practical or field work or research purposes

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