

OBE based Teaching Lesson Plan 2020-21 (Even Semester)

Program: 2B.COM(H)

Course Name: HUMAN RESOURCE MANAGEMENT

Course Code: C115MC402

Semester: IV

Lecture hours: 60 Hrs

Faculty in-charge: Dr Raja Jebasingh and (ST) Dr.Shubhra Rahul

Course Outcome No.	Course Outcomes	T level Indicator
CO 1	Explain the role of Human Resource Manager with special reference to attrition.	T2
CO 2	Illustrate the process of HR planning, Recruitment, selection and Induction of a hypothetical organization.	T3
CO 3	Compare and contrast the Training methods and techniques adopted by any two organization and evaluation of training programme.	T4
CO 4	Distinguish between Traditional and modern method of Performance appraisal system in the context of Career Planning and Development and succession planning.	T4
CO 5	Justify the Design of Compensation and rewards in alignment with Job Evaluation.	T5
CO6	Develop a process of HR Audit and Audit Report of a hypothetical organization.	T6

Module No. Topics Covered	Course Outcome No.	No. of Lecture Hours	Pre- Class Activity	Instructional techniques	Assessment	T level
MODULE 1 - BRIEF INTRODUCTION TO HUMAN RESOURCE MANAGEMENT HRM – Meaning, Importance, Objectives, Functions, Processes Systems Approach to HRM – Structure of the HR department, Meaning and reasons for Attrition, Merits and De- merits of Attrition.	01	08	Case study, Videos	Virtual teaching, Lecturing, Discussions	Q & A, Online assessment, Group activity.	T2
Module – 2: HR Planning, Recruitment, Selection & Induction. HRP: Objectives, Need and Benefits, Process of HRP, Challenges in HRP. Recruitment: Definition, Objectives, factors affecting recruitment, sources and techniques, modern recruitment practices Selection: Meaning and definition, significance, selection procedures, recent	02	14	Videos. Flip class,	PPT, Hands on Learning, Story Telling,	Q & A, Online assessment, Group activity.	T3

trends in selection Placement: Meaning and definition Induction: Meaning, definition, process and importance.						
Module – 3: Training & Development Meaning, Importance, Benefits, Need, Objectives, Identification of Training Needs, Training Methods & Techniques, Evaluation of Training Programmes, Training Management Systems & Processes	03	10	Videos, Flip class, Case study	PPT, Visual clues, Role plays	Q & A, Online assessment, Group activity.	T4
Module – 4: Performance Appraisals and Career Management 10 Hrs Performance Appraisal: Meaning, need, objectives, uses, process, methods (Traditional and Modern methods), essentials of a sound appraisal system, problems of performance appraisal Career Planning & Development: Definition, need and importance, career stages, process of career planning and	04	10	Videos, Flip class, Case study	PPT, Lecturing, Instructional conversations	Q & A, Online assessment, Group activity.	T4

development. Establishing a career development system – actions and pre-requisites Succession planning: Meaning and importance, Differences in HRP and Succession Planning.						
Module – 5: Compensation and Reward Management Job Evaluation: Meaning, Importance and Techniques, Compensation: Meaning, definition, concepts and objectives, Importance of an ideal compensation plan, recent trends in compensation management, Principles and methods of compensation fixation. Rewards: Meaning and Importance, Types of Rewards–monetary and non-monetary rewards.	05	08	Videos, Flip class, Case study	PPT, Word games, Text cards,	Q & A, Online assessment, Group activity.	T5
Module – 6: Human Resource Auditing Need and Purpose, benefits, process, approaches to HR Audit, phases involved in	06	10	Videos, Flip	PPT, Mind mapping, Context based learning,	Q & A, Online assessment,	T6

HR Audit, Audit Reports – meaning.			class, Case study		Group activity.	
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Continuous Internal Assessment

The tentative date to complete all the CIA's is 07th April, 2021. The evaluation scheme is based on the comprehensive and analytical skills of students for the below criteria.

1. Business Activity
2. Quiz
3. Role play, case study
4. FLIP classes
5. MCQs
6. Group presentations.
7. Power point presentation in class on the given topic.
8. Case study analysis
9. Online assignments
10. Class test
11. Assignments on practical application at different levels of manager.

Books for Reference:

- C. B. Memoria: Personnel Management.
- David Bell: Personnel Management.
- David R Hampton: Modern Management issues and Ideas.
- Deepak Kumar Bhattacharya: Human Research Management
- K. Aswathappa: Human Resource & Personnel Management.
- K. K. Aheja: Personnel Management.
- Michael Porter: HRM and Human Relations.
- T. N. Chhabra& K. K. Aheja: Managing People at Work.
- AmandeepKaur, PunamAgarwal – Industrial Relations
- M. Sarma – Aspects of labour welfare and social security

Approved by: BOS