

Topics / lectures are arranged in sequence - same - as to be taught in the class. Maintain data related to "Date" in its hard copy.

S. No.	Lecture No	Topic Description	Teaching Pedagogy	Reference Material	Remarks, if any
1	1	Foundation of HRM (Introduction)	Lecture	T1	
2	2	Concept of HRM (Meaning, Nature)	Lecture	T1	
3	3	Concept of HRM (Scope, Importance, Objectives)	PPt	T1	
4	4	Concept of HRM (Functions)	Ppt	T1	
5	5	Concept of HRD	PPt	T1	
6	6	Role of HR Practitioner	Ppt	T1	
7	7	Managing the HR Function	PPt	T1	
8	8	Managing the HR Function	Ppt	T1	
9	9	Contribution of HR Function to Organizational Success	PPt	T1	
10	10	Contribution of HR Function to Organizational Success	Ppt	T1	
11	11	Evaluating HR Functions	PPt	T1	
12	12	Evaluating HR Functions	Ppt	T1	
13	13	Revision/ Class Test (Unit 1)	Test, Discuss	T1	
14	14	Introduction to HR Policies	PPt	T1	
15	15	Concept of Job and Role	PPt	T1	
16	16	Competence Analysis	PPt	T1	
17	17	Human Resource Planning	PPt	T1	
18	18	Recruitment and Selection & Induction	PPt	T1	
19	19	Recruitment and Selection & Induction	PPt	T1	
20	20	Redundancy, Outplacement and Dismissal	PPt	T1	
21	21	Maintenance and welfare activities	PPt	T1	
22	22	Maintenance and welfare activities	PPt	T1	
23	23	Employee Health and Safety	PPt	T1	
24	24	Fatigue and Welfare Activities	PPt	T1	
25	25	Revision Class/Class Test of Unit 2	Test, Discuss	T1	
26	26	Human resource Development	Lecture	T1	
27	27	Human resource Development	Lecture	T1	
28	28	Learning and Development	PPt	T1	
29	29	Learning and Development	PPt	T1	
30	30	Personal Development Planning	PPt	T1	
31	31	Personal Development Planning	PPt	T1	
32	32	On the job training	PPt	T1	
33	33	Off the job training	PPt	T1	
34	34	Career Management	PPt	T1	
35	35	HR Approaches to Improving Competencies	PPt	T1	
36	36	Revision Class (Unit 3)	Test, Discuss	T1	
37	37	Aims and Components of Employee Compensation	PPt	T1	
38	38	Aims and Components of Employee Compensation	PPt	T1	
39	39	Factors Influencing Employee Compensation	PPt	T1	
40	40	Factors Influencing Employee Compensation	PPt	T1	
41	41	Internal Equity, External Equity and Individual worth	PPt	T1	
42	42	Pay Structure	PPt	T1	
43	43	Incentive Payments	PPt	T1	
44	44	Employee benefits and Services	PPt	T1	
45	45	Employee benefits and Services	PPt	T1	
46	46	Performance Appraisal	PPt	T1	
47	47	360 degree feedback & Balance Scorecard	PPt	T1	
48	48	Revision	Test, Discussion		

Study Material / Books / Web-resources / Online Courses Links etc.

S. No.	
	TEXT BOOKS:
1	CB Gupta, Human Resource management, Sultan Chand and Sons
2	Pearson Education, New Delhi
3	Aswathappa, Human Resource and Personal Management, Tata McGraw Hill, New Delhi
	REFERENCE BOOKS:
1	Desler, Human Resource Management, Prentice Hall of India,
2	V.S.P. Rao, Managing People, Excel Publishers Pvt. Ltd.

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