

## **Module I**

Introduction to Human Resource Management—Importance--scope and objectives of HRM. Evolution of the concept of HRM- Approaches to HRM- Personal management Vs Human Resource Management-HRM and competitive advantage- Traditional Vs Strategic Human Resource Management - E-HRM - Operational E-HRM - Relational E-HRM – Transformational E-HRM. (20 Hours, 20marks)

## **Module II**

Human resource planning, Recruitment and selection—Job analysis---process of job analysis- job discretion- job specification-- methods of job analysis-- Conventional Vs strategic planning—job evaluation—Recruitment--source of recruitment-methods. (18 Hours, 18 marks)

## **Module III**

Placement, Induction and Internal mobility of human resource. Training of employees—need for training-objectives- approaches --methods-training environment- areas of training- Training evaluation. (12 Hours, 12marks)

## **Module IV**

Performance appraisal and career planning.Need and importance- objectives process- methods and problems of performance appraisal- . Concept of career planning –features- methods –uses career development (12 hours, 15 marks)

## **Module V**

Compensation management and grievance redressal. Compensation planning objectives- Wage systems- factors influencing wage system-. Grievance redressal procedure- discipline- approaches-punishment-essentials of a good discipline system.Labour participation in management. (18 Hours, 15marks)

