



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
(Established by Govt. of A.P., ACT No.30 of 2008)
ANANTHAPURAMU – 515 002 (A.P) INDIA

MASTER OF BUSINESS ADMINISTRATION
MBA; MBA (General Management); MBA (Business Management)
COMMON COURSE STRUCTURE & SYLLABI

| Course Code | HUMAN RESOURCE MANAGEMENT | L | T | P | C |
|--|---------------------------|----------------|---|---|---|
| 21E00203 | | 4 | 0 | 0 | 4 |
| | Semester | II | | | |
| Course Objectives: | | | | | |
| <ul style="list-style-type: none"> • To provide knowledge on functions, roles and objectives of HR managers and the policies and strategies to be followed as a HR manager. • To explain concepts of HR planning and methods in selection, placement, promotion and transfer of employees in an organization. • To inject objectives of wage and salary administration for the employees and the influencing factors in fixing and managing compensation for the employees. • To introduce and educate the recent trends in HR management and the methods to balance personal life and work life under complex & uncertainty work environment. | | | | | |
| Course Outcomes (CO): Student will be able to | | | | | |
| <ul style="list-style-type: none"> • Know the nature, scope, functions, roles, goals, strategies and policies of HR management. • Learn to design and develop HR planning related aspects. • Acquires knowledge on administration of monetary and non monetary benefits for the employees in the organization. • Learn recent trends in the human resource function and to balance the work life in the present dynamic work environment. | | | | | |
| UNIT - I | | Lecture Hrs:08 | | | |
| Introduction:- Meaning of HR and HRM, Nature & Scope of HRM, Functions of HRM, Role and Objectives of HRM, Personnel Management, Policies and Strategies of HRM. | | | | | |
| UNIT - II | | Lecture Hrs:12 | | | |
| Designing and Developing HR systems:- Human Resource Planning, Job Design, Job Analysis, Job Evaluation, Job Enlargement, Job Enrichment, Job Rotation, Recruitment & Selection, Placement, Promotion & Transfer. | | | | | |
| UNIT - III | | Lecture Hrs:12 | | | |
| Compensation Management:- Introduction, objectives of wages and salaries administration, influencing factors for determining compensation- Monetary and non monetary benefits. | | | | | |
| UNIT - IV | | Lecture Hrs:12 | | | |
| Human Resource Development:- Concepts, Development Function, Training and Development, Performance Appraisal & Career Planning and Development. | | | | | |
| UNIT - V | | Lecture Hrs:12 | | | |
| Recent Trends in HRM: Outsourcing, Work Life Balance, Quality Circles and Total Quality Management, Fish Bone Diagram. | | | | | |
| Textbooks: | | | | | |
| <ol style="list-style-type: none"> 1. Personnel and Human Resource Management – Text and cases, P. Subbarao, Himalaya 2. Human Resource Management, Noe A.Raymond, John Hollenbeck, Barry Gerhart and Patrick Wright, Tata McGraw Hill. | | | | | |
| Reference Books: | | | | | |
| <ol style="list-style-type: none"> 1. Human Resource Management, Aswathappa, 4th Edition, TMH 2006 2. Human Resource Management, Ian Beardwell & Len Holden-Macmillan India Ltd. 3. Human Resource Management, Khanka S.S., S.Chand 4. Human Resource Management, Text and Cases, VSP Rao, Excel Books 2006. | | | | | |
| Online Learning Resources: | | | | | |
| https://onlinecourses.swayam2.ac.in/cec21_mg06/preview https://onlinecourses.swayam2.ac.in/nou21_hs19/preview https://onlinecourses.nptel.ac.in/noc20_mg15/preview | | | | | |