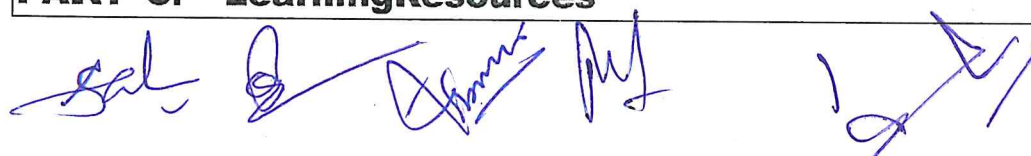


FOUR YEAR UNDERGRADUATE PROGRAM(2024–28)
Department of Commerce and Management

COURSE CURRICULUM

PART-A: Introduction			
Program: Bachelor in Business Administration <i>(Certificate / Diploma / Degree/Honors)</i>		Semester-III	Session: 2024-2026
1	CourseCode	BBSE -01	
2	CourseTitle	Elective A - Management: Human Resource Management	
	CourseType	Discipline Specific Elective (DSE)	
4	Pre-requisite(if,any)	<i>Asperrequirement</i>	
5	CourseLearning Outcomes(CLO)	<ul style="list-style-type: none"> ➤ <i>Students would learn about Employee Relations.</i> ➤ <i>How to do negotiations, manage grievances like strike, lockout in factories</i> ➤ <i>Stay within bounds of law with unions, employees, managers and Government officials.</i> ➤ <i>Learn to stream line significant HR activities (Payroll, compliance, administration).</i> 	
6	CreditValue	4Credits	<i>Credit=15Hours-learning&Observation</i>
7	TotalMarks	Max.Marks: 100	MinPassingMarks: 40
PART-B: ContentoftheCourse			
TotalNo.of Teaching–learningPeriods(01 Hr.perperiod)– 60Periods(60 Hours)			
Unit	Topics(Coursecontents)		No.of Period
I	Human Resource Management: Meaning , Definition, Concept and boundaries of HRM, Features, Objectives, Differences between Human Resource Management and Personnel Management, Importance, Functions and Process of HRM, Role of HR Manager, Trends influencing HR practices. Human Resource Planning: Meaning and Importance of Human Resource Planning, Process of HRP. Human Resource Development System: HR development system, Training, Mentoring, Performance, Employee Identification		15
II	Recruitment & Selection: Process recruitment, selection, out sourcing, advertising and the website development / socializing the new employee of Chhattisgarh and involving their activities as self - employment. HR Demand Forecasting: Meaning and Techniques and HR supply forecasting; Succession Planning: Meaning and Features		15
III	Compensation, Negotiation and Resolution Management laws: Laws covering wages, welfare, benefits, health, safety etc of the employee (monetary and non-monetary rewards) compensation strategy, structure composition negotiation management skills, conflict solution improving the performance of the employees in an Organisations.		15
IV	Industrial Relations: Employee / Employees relation Regulatorymechanism in Industrial Relations. Employee Engagement andPsychological Contract. Employee Engagement (EE): Meaning and Types of EE, Drivers ofEngagement; Measurement of EE, Benefits of EE. Psychological contract: Meaning and features.		15
Keywords		<i>Human Resource Management, Succession planning, Industrial Relations.</i>	
PART-C: LearningResources			



TextBooks,ReferenceBooksand Others		
<ol style="list-style-type: none"> 1. HRM by Gary dessler and Biju Varkkey 16 th ed, pearsonedution. 2. Labour and Industrial laws by P.P. Padhi Eastern book company. 3. Strategic human resources planning by P.K. Gupta / Everest publication house. 4. Hand book of Personnel Management by Armstrong. 		
Online Resources– https://www.kopykitab.com/ https://www.hitbullseye.com/grad-		
PART-D:AssessmentandEvaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 100Marks		
ContinuousInternalAssessment(CIA): 30Marks		
EndSemesterExam(ESE): 70 Marks		
ContinuousInternal Assessment (CIA): (ByCourseTeacher)	InternalTest/Quiz-(2):20&20 Assignment/Seminar- 10 TotalMarks- 30	Bettermarks outofthetwoTest/ Quiz +obtainedmarksinAssignmentshallbe considered against 30 Marks
EndSemester Exam (ESE):	Twosection– A &B SectionA:Q1.Objective–10x1=10Mark;Q2.Short answertype-5x4=20Marks SectionB:Descriptiveanswertypeqts.,1outof2fromeachunit-4x10=40Marks	

Name and Signature of Convenor & Members: (CBOS)