



**University of Kerala**

Discipline	BUSINESS MANAGEMENT				
Course Code	UK3DSCMGT201				
Course Title	HUMAN RESOURCES MANAGEMENT				
Type of Course	DSC				
Semester	III				
Academic Level	200-299				
Course Details	Credit	Lecture per week	Tutorial per week	Practical per week	Total Hours/Week
	4	4 hours	-	-	4
Pre-requisites	1. 2.				
Course Summary	Offers basic exposure of human resource management practices and systems in an organisation				

**Detailed Syllabus:**

Module	Unit	Content	Hrs
<b>I</b>	<b>Fundamentals</b>		<b>12</b>
	1	Introduction- Definition - Scope and Significance	
	2	Evolution of HRM	
	3	Approaches to HRM	
	4	Role and Functions HR Management	
<b>II</b>	<b>Procurement</b>		<b>12</b>
	5	Job analysis-Process of conducting Job analysis-Job description and Person Specification	
	6	Human Resource Planning (HRP) – Need, importance and process of HRP	
	7	Recruitment: steps in recruitment- sources: internal and external	
	8	Selection– Methods and Process.	
<b>III</b>	<b>Training and Development</b>		<b>12</b>
	10	Concept of HRD-HRD subsystems.	
	11	Training and Development - importance- methods of training	
	12	Development - methods of management development	
	13	Technology integration in training and development	
<b>IV</b>	<b>Performance Management</b>		<b>12</b>
	14	Performance Appraisal: process and methods of performance appraisal	
	15	Compensation to employees-- Wage Theories and System	
	16	Incentive wage plan -Profit sharing- employee morale- Fringe benefits	
	17	Discipline- Occupational Health and Safety	

<b>V</b>	<b>Industrial Relations and Trends</b>		<b>12</b>
	18	Trade unions and Industrial relations	
	19	Workers participation in management and Collective bargaining	
	20	Separation and off-boarding- Career Management	
	21	Employee Engagement and Work Life Balance	