

**Course: OE**  
**Fundamentals of Human Resource Management**

<b>Semester: I</b>	<b>Credits: 2</b>	<b>Subject Code: OE2-12311</b>	<b>Lectures: 30</b>
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**Course Outcomes:**

At the end of the course, the learner will be able to;

- CO1- Understand the Human Resource Management Perspective and relate to its Significance.
- CO2-Recall the methods and process of Human Resources Planning.
- CO3: Explain the Employee Recruitment and Selection Process.
- CO4- Recognize the evolving role of HR managers in recent times.

**Unit I: Introduction to Human Resource Management**

**15**

- Introduction to HRM: Definition and Concept, Objectives of HRM, Scope of HRM, Environment of HRM- External and Internal, Role of HR manager, Challenges for HRM, E-HRM
  - Ethics in HRM
- Activities: Role Play/ Management games/Presentations/Case-lets  
Assignments

**Unit II: Functions of Human Resource Management**

**15**

- Functions of Human Resource Management
- Operational and Managerial
- Human Resource Planning : Concept, Definition, Need and Objectives, Merits & Demerits, Process, Factors Affecting HRP
- Recruitment : Concept, Definition, and Sources of recruitment
- Selection: Concepts, Definition, Process
- Training & Development: Concept, Definition, Importance, Methods.
- Changing Role of HRM
- HRM Practices in India.

**Recommended Text Books:**

- Dr. M Latha Natrajan, *Human Resource Management*, Thakur Publishing, 2022
- C.B.Gupta, *Management- Theory and Practices* , Sultan Chan & Sons 2019



<b>Board of Studies</b>	<b>Department</b>	<b>Name</b>	<b>Signature</b>
Chairperson (HoD)	Management Studies	Mrs Rekha Kankariya	<i>Rekha</i> 30/5/23

**Reference Books:**

- Stephen Robbins, *Organisational Behaviour 16 e*, –Pearson 2018.
- L.M. Prasad, *Human Resources Management*, Sultan and Chand Publishing Co, New Delhi 2018.
- C.B.Gupta, *Human Resource Management- Text and Cases*, Sultan Chan & Sons 2018.
- K. Ashwathappa, *Human Resources Management*.– Tata McGraw Hill New Delhi, 2017.
- Gary Dessler, *Human Resource Management*, Pearson, 2017.

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