

Course: OE
Fundamentals of Human Resource Management

Semester: I	Credits: 2	Subject Code: OE2-12311	Lectures: 30
--------------------	-------------------	--------------------------------	---------------------

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



Board of Studies	Department	Name	Signature
Chairperson (HoD)	Management Studies	Mrs Rekha Kankariya	<i>Rekha Kankariya</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.

Board of Studies	Name	Signature	
Chairperson (HoD)	Mrs Rekha Kankariya	<i>RKankariya</i> 30/5/23	
Faculty	Ms. Abhradita Chatterjee Nahvi		<i>Abhradita</i> 30/5/23
Faculty	Ms. Kajal Jaisinghani	<i>Kajal</i> 30/5/23	
Faculty	Mrs. Amrita Basu		<i>Amrita</i> 30/5/23
Faculty	Dr. Madhura Wagh	<i>mmw</i> 30/5/23	
Subject Expert (Outside SPPU)	Dr. Geeta Rao		<i>Geeta Rao</i> 30/5/23
Subject Expert (Outside SPPU)	Ms. Soma Kulshrestha	<i>Somak</i> 30/5/23	
VC Nominee (SPPU)	Dr. Tanuja Devi		<i>Tanuja</i> 30/5/23
Industry Expert	Deepesh Sodhi	<i>Deepesh Sodhi</i> 30/5/23	
Alumni	Zoha Sabooni		<i>Zoha</i> 30/5/23
Alumni	Ms. Nilufer Chini	<i>N</i> 30/5/23	<i>N</i> 30/5/23



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