

Module No.	Unit No.	Topics	Hrs.
<b>1.0</b>		<b>Introduction to HR</b>	<b>05</b>
	<b>1.1</b>	Human Resource Management- Concept, Scope and Importance, Interdisciplinary Approach Relationship with other Sciences, Competencies of HR Manager, HRM functions	
	<b>1.2</b>	Human resource development (HRD): changing role of HRM – Human resource Planning, Technological change, Restructuring and rightsizing, Empowerment, TQM, Managing ethical issues	
<b>2.0</b>		<b>Organizational Behaviour (OB)</b>	<b>07</b>
	<b>2.1</b>	Introduction to OB Origin, Nature and Scope of Organizational Behaviour, Relevance to Organizational Effectiveness and Contemporary issues	
	<b>2.2</b>	Personality: Meaning and Determinants of Personality, Personality development, Personality Types, Assessment of Personality Traits for Increasing Self Awareness	
	<b>2.3</b>	Perception: Attitude and Value, Effect of perception on Individual Decision-making, Attitude and Behaviour	
	<b>2.4</b>	Motivation: Theories of Motivation and their Applications for Behavioural Change (Maslow, Herzberg, McGregor)	
	<b>2.5</b>	Group Behaviour and Group Dynamics: Work groups formal and informal groups and stages of group development, Team Effectiveness: High performing teams, Team Roles, cross functional and self-directed team	
	<b>2.6</b>	Case study	
<b>3.0</b>		<b>Organizational Structure &amp; Design</b>	<b>06</b>
	<b>3.1</b>	Structure, size, technology, Environment of organization; Organizational Roles & conflicts: Concept of roles; role dynamics; role conflicts and stress.	
	<b>3.2</b>	Leadership: Concepts and skills of leadership, Leadership and managerial roles, Leadership styles and contemporary issues in leadership.	
	<b>3.3</b>	Power and Politics: Sources and uses of power; Politics at workplace, Tactics and strategies.	
<b>4.0</b>		<b>Human resource Planning</b>	<b>05</b>
	<b>4.1</b>	Recruitment and Selection process, Job-enrichment, Empowerment - Job-Satisfaction, employee morale	
	<b>4.2</b>	Performance Appraisal Systems: Traditional & modern methods, Performance Counselling, Career Planning	
	<b>4.3</b>	Training & Development: Identification of Training Needs, Training Methods	
<b>5.0</b>		<b>Emerging Trends in HR</b>	<b>06</b>