

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