

NMIMS Global Access

School for Continuing Education (NGA-SCE)

Program: PG

Course: Essentials of HRM

Session Plan - JAN 2023 cycle

Faculty: Dr. Hiteshwari Jadeja

Program: PG			Term: I			
Course: Essentials of HRM			Code: RETESSSOFHRMM1			
Teaching Scheme			Evaluation Scheme			
Classroom	Practical/	Tutorials	Credit	InternalAssessme	Term End Examination	
Session	Group work			nt	(TEE)	
15		0		30%	70%	

Course Rationale:

This course deals with the essentials of Human Resource Management in Organisations. It plays crucial roles in creating organisations effective and performing. Starting from hiring to exit of employees, human resource management discharges multidimensional functions that create workplace motivated and organisation unique.

Course Objectives:

This course will enable students to understand the need of building effective human resource policies and develop an understanding of the principles and theoretical foundations of human resource management.

Learning Outcomes:

1. Students should be able to explain and describe human resource management, its scope and relations in the organizations. 2. Students should be able to assess manpower needs and decide selection methods. 3. Students should be able to assess performance management systems, organizational development, training needs and apply HR strategies in the organizations

Pre-requisite(s):

NONE

Pedagogy: Lecture, Classroom Discussion, Case Study, Class Exercise

Textbook:

1. Human Resource Management, Pravin Durai

Reference Books:

- 1. Human Resource Management, Garry Dessler, Pearson publication
- 2. Human resource management- P Subba Rao
- 3. Personnel Management- C.B. Mammoria
- 4. Personnel/Human Resource Managment- DeCenzo and Robbins
- 5. Gomez- Human Resource Management
- **6.** Human Resource management- Dr. P Jyothi and Dr. D N Venkatesh- Oxford publications

Journals: Research papers

- 1. Motivation and personality
- 2. Personality and leadership
- 3. Generational differences in work values, outcomes and person-organization values fit
- 4. Motivation and personality
- 5. Self-determination theory
- 6. Perceptions of organizational politics

Evaluation Scheme:

Internal Assessment 30%
 Term-End Exam 70%
 Total 100%

Session Plan:

Sessio n	Topic (including subtopics)	Learning Outcomes	Pedagogica l Tool	Textbook Chapters & Readings
1	Introduction to Human Resource Management	To understand the overview of human resource management in the organization	Participativ e discussion	Ch1
2	Functions, Objectives and Scope of HRM	To understand the personnel functions, policies, importance, and scope of HRM	Participativ e discussion, Class Exercise	Ch 1
3	Human Resource Planning	To assess manpower planning needs in the organization	Participativ e discussion, Case Study	Ch 2
4	Job Analysis & Job Design	To understand job analysis techniques and importance in the organization	Participativ e discussion, Class Exercise	Ch 3

5	Recruitment & Selection	To understand the importance of recruitment and study recruitment and selection methods	Participativ e discussion, Class Exercise	Ch 4
6	Induction & Orientation	To assess the process of induction and orientation	Participativ e discussion, Case Study	Ch 5
7	Competency Mapping & Assessment Centers	To understand the concept and importance of competency mapping in the organization	Participativ e discussion	Ch 7
8	Training & Development	To assess the training needs in the organization and adopt various training methods	Participativ e discussion, Case Study	Ch 8
9	Human Resource Development	To understand the human resource development practices	Case Study	Ch 9
10	Career Planning & Succession Planning	To understand the importance of career and succession planning, To implement the succession plans effectively	Participativ e discussion	Ch 10
11	Performance Management	Students should be able to assess performance management & organizational development	Participativ e discussion, Case Study	Ch 11
12	Compensation & Rewards	To determine various rewards offered to the employees and frame compensation policies	Participativ e discussion, Case Study	Ch 12
13	HR Audit & Accounting	To study HR audit practices and accounting measures in the organization	Participativ e discussion	Ch 13
14	Latest Trends in HRM	To assess the latest trends and built strategies to implement them in the organization	Discussion, Journal articles	Ch 14
15	Case Discussion & Doubt Clearing	To analyze cases related to HRM	Discussion, Journal articles, case Study	Case Study
