



**BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE, Pilani**  
**Pilani Campus**  
**AUGS/ AGSR Division**

**SECOND SEMESTER (Session 2018-19)**  
**Course Handout (Part II)**

Date: 04/01/2021

In addition to Part-I (General Handout for all the courses appended to the timetable) this portion gives further specific details regarding the course.

**Course No. : MBA G510**  
**Course Title : Human Resource Management**  
**Instructor-in-charge : Dr. JAYASHREE MAHESH**

**Description of course:**

Introduction to Human Resource Management, Employment Laws, The Manager's Role in Strategic Human Resource Management, Job Analysis, Human Resource Planning and Recruiting, Testing and Selection, Interviewing Candidates, Training and Developing Employees, Performance Management & Appraisal, Talent Management, Strategic Pay Plans, Pay for Performance and Employees Relations.

**Scope and Objectives of the course:**

When organizations face challenges such as an economy in recession, they depend on thoroughly trained professionals who react quickly to the changes in the environment and create strategies for success. Human Resource Management is responsible for carefully selecting and training people with the necessary skills to pursue the strategy effectively. Some external factors can be predicted, others such as the collapse of large banks and insurance companies, can seemingly come out of nowhere. The challenges have been coming fast and furious as organizations struggle to adjust strategy in the face of tumbling stock market, widespread layoffs and technology that has made social networking a mainstream tool for business.

Human Resource Management course has been designed to educate students (future managers) as to the functions of manager and the roles that manager must assume within organizations that led to both individual and organizational success.

To achieve the objective stated above, classes will be structured primarily around lectures, individual assessments, group activities and occasional videos.



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**Text Book:**

T1: Dessler Gary, Varkkey Biju (2017), Human Resource Management, 15th edition. Pearson Education

**Reference Books:**

R1:Pravin Durai. (2016), Human Resource Management, 2nd edition. Pearson Education.

R2:. Aswathappa, K. (2015), Human Resource Management, Text & Cases, 7th edition. McGraw Hill Education.

**Course Plan:**

Module No.	Lecture Session	Reference	Learning Outcomes
1	<b>1-2:</b> Course Handout and overview of HRM		Introduction : Scope and Coverage
2	<b>3-4:</b> What, why when & how of HRM? New approaches to organizing HRM	Ch 1 TB	What is HRM? Why it is important for all managers to study HRM.
3	<b>5-7:</b> Globalization, Workforce and Demographic Trends, Economic Challenges & Trends. Employment laws in India & US.	Ch 1 TB Ch 2 TB	Important trends influencing HRM. Different employment laws.
4	<b>8-9:</b> Strategic Human Resource Management	Ch 3 TB	Importance of manager's role in strategic HRM
5	<b>10-11:</b> Matrices (yield rate, turnover rate, TAT of recruitment), HRIS	Class Notes	Significance of different matrices in HRM
6	<b>12-13:</b> Job Analysis	Ch 4 TB	Methods f or collecting job analysis information, writing job descriptions & specifications.
7	<b>14-15:</b> Human Resource Planning & Recruiting	Ch 5 TB	Internal & External Sources of Candidate
8	<b>16-17:</b> Employee Testing & Selection	Ch 6 TB	Basic testing concepts, Managing the new workforce.
9	<b>18-19:</b> Employee Testing & Selection	Ch 6 TB	Types of tests, Investigation and other Selection Methods.
10	<b>20-21:</b> Interviewing Candidates	Ch 7 TB	Basic types of interviews, design &





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			conduct effective interview.
11	<b>22-23:</b> Training & Developing Employees	Ch 8 TB	Orienting & Training Employees, Analyzing Training Needs & Designing the Program
12	<b>24:</b> Training & Developing Employees	Ch 8 TB	Implementing Training Programs
13	<b>25-26:</b> Performance Management and Appraisal	Ch 9 TB	Basic Concepts in Performance Management & Appraisal, Techniques for appraising Performance
14	<b>27-28:</b> Performance Management and Appraisal	Ch 9 TB	How to deal with performance Appraisal Problems
15	<b>29-30:</b> Coaching , Careers & Talent Management	Ch 10 TB	Role of employer, Innovative Employer-Career Initiative.
16	<b>31-32:</b> Establishing Strategic Pay Plan	Ch 11 TB	Steps of Establishing Pay Rates, Competency-Based Pay
17	<b>33-34:</b> Pay for Performance & Financial Incentives, Benefits & Services	Ch 12 & Ch 13 TB	Designing effective incentive programs. Insurance benefits, retirement benefits.
18	<b>35-36:</b> Building Positive Employee Relations & Employees safety & health.	Ch 14 TB	Employee relations, Ethics at workplace, Managing Employees discipline and privacy.
19	<b>37-38:</b> Managing Global Human Resource & HR in Entrepreneurial Firms.	Ch 17 & Ch 18	Staffing the Global Organization, The Small Business Challenge.
20	<b>39-40:</b> Futuristic trends in HRM	Research Articles	Significant trends in HRM in futuristic context: Outsourcing, automation, Gig economy, Big data in HR, Millennial expectations.
<b>Total</b>	<b>40 Hours</b>		

**Evaluation Scheme:**

EC No.	Evaluation Component (EC)	Durati on	Weight age (%)	Marks ( Out of 200)	Date & Time	Nature of the Component
1	Mid-Semester Evaluation	90 mins	25%	50		Closed Book
2	Semester Project	-	10%	20		Report & Viva



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3	*Class Room Exercises, Assignment and **Simulations	-	15%	30		** Online
4	Case Studies	-	15%	30		
4	Comprehensive Exam	180 mins	35%	70	12/05 (AN)	Partly Open Book

*\*Classroom activities/assignment are attendance based*

**Journals:** Academy of Management Journal, Harvard Business Review, Human Resource Management Review, Vikalpa, IIMB Management Review.

**Chamber Consultation Hour:** To be announced in the class.

- **Course Notices:** All the notices concerning the course will be put up on Department of Management Notice Board.
- **Mid semester grading/ marks** will be announced after Mid- Sem.
- **Makeup** will be given only on genuine grounds. For that prior written permission is mandatory.
- Highest level of **Intellectual integrity** is expected of students while they work on term papers/projects in terms of giving proper acknowledgement and **avoiding plagiarism**.
- Students are also expected to submit their assignments on time failing which these may not be evaluated
- Attendance will be monitored throughout the semester.

**Instructor In- charge**

**MBA G510**



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