



Bachelor of Business Administration  
B.B.A (General) Semester-IV

Course Code	UM04CBBA71	Title of the Course	Human Resource Management-II
Total Credits of the Course	03	Hours per Week	03

Course Objectives:	<ol style="list-style-type: none"><li>1. To help students understand recent trends in HRM.</li><li>2. To enable students develop their understanding of various topics of human resource management and understand its relevance in organizations.</li><li>3. To provide knowledge and skills necessary for HR managers to work competently in changing business environment.</li><li>4. To make the students aware regarding Employee Safety and Health, Industrial Relations and Industrial Disputes, Trade union and Collective bargaining and HRM in Global scenario .</li></ol>
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Course Content		
Unit	Description	Weightage*(%)
1.	<b>Employee Safety and Health</b> <ul style="list-style-type: none"><li>• <b>Employee Safety:</b> Meaning, Types of Industrial Accident, Causes of Industrial accident, and Statutory Provisions of Employee safety in India</li><li>• <b>Employee Health:</b> Meaning, Occupational Hazards and Diseases, Protection against Hazards, and Statutory provisions of health according to factories act, 1956.</li></ul>	25%
2.	<b>Industrial Relations and Industrial Disputes</b> <ul style="list-style-type: none"><li>• <b>Industrial Relations:</b> Concept, Objectives, Parties, Importance and Approaches</li><li>• <b>Industrial Dispute:</b> Definition, Forms, Causes and Preventive Measures and Settlement Authorities</li></ul>	25%
3.	<b>Trade Union and Collective Bargaining</b> <ul style="list-style-type: none"><li>• <b>Trade Union:</b> Meaning, Functions, Problems and Measures</li><li>• <b>Collective Bargaining:</b> Meaning, Strategies, and Process</li></ul>	25%





4.	<b>HRM in Global Scenario</b> <ul style="list-style-type: none"><li>• Challenges of HRM</li><li>• Impact of Globalisation on HRM</li><li>• Human Resource Information System (HRIS): Concept, Uses, Design, Advantages &amp; Disadvantages</li><li>• Virtual Organisation: Concept, Types, Features, Advantages &amp; Disadvantages</li><li>• HRD : Meaning &amp; Functions</li></ul>	25%
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Teaching-Learning Methodology	The course would be taught /learnt through ICT (e.g Power Point presentation, Audio-Visual Presentation),lectures, group discussions, assignments , case Study and browsing e- resources
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<b>Evaluation Pattern</b>		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Written / MCQ (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quiz, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination	70%

<b>Course Outcomes:</b> Having completed this course, the learner will be able to	
1.	<ul style="list-style-type: none"><li>• Have idea regarding basics of Employee Health and Safety measures and its related Statutory Provisions.</li><li>• Have clear understanding of the operative functions of HRM.</li></ul>
2.	<ul style="list-style-type: none"><li>• Learn concept, approaches and importance of industrial Relations in organization.</li><li>• Understand concept, forms and causes of industrial disputes and possible preventive measures of it.</li></ul>
3.	<ul style="list-style-type: none"><li>• Get idea about functions and measures of trade union.</li><li>• Gain knowledge about collective bargaining and how it is used for grievance redressal.</li></ul>





4.	<ul style="list-style-type: none"><li>• Know various challenges of human resource management and how globalization has change human resource management practices.</li><li>• Enhance their knowledge about Human Resources Information System (HRIS) and its use in business and forms of virtual organization.</li><li>• Understand concept of HRD and important functions of HRD.</li></ul>
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**Suggested References:**

Sr. No.	References
1.	Personnel Management: C B Memoria & S V GAnkar, Himalaya Publishing House
2.	Human Resource Management: S S Khanka, S Chand
3.	Human Resource Management: C B Gupta, Himalaya Publishing House
4.	Text and Cases of Human Resource Management: P Subba Rao, Himalaya Publishing House
5	Human Resource and Personnel Management: K Aswathappa
6	Santosh Gupta and Sachin Gupta, 'Human Resource Development'- Concept and Practices, Second Edition, Deep & Deep Publications Pvt. LTD., New Delhi.

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