

SARDAR PATEL UNIVERSITY
Programme: MCOM
Semester: III
Syllabus with effect from: June 2014

Course Code: PB03CCOM02	Total Credits: 5
Course Title: Human Resource Management	

Unit	Description in detail	Weightage (%)
1	Introduction: Definition and Meaning Difference between Personnel Management and HRM Objectives Scope Functions	25 %
2	HRR (Human Resource Recruitment): Concept of HRR Factors affecting Recruitment Sources of Recruitment Process of HRR Recruitment Practices in India	25 %
3	Managing Human Resources for Change: Concept of OC, Internal and External Factors in OC Human Response to Change Resistance to Change Management of Change or Overcoming Change Process of Planned Change	25 %
4	Case Analysis in HRM: Concept and Objectives of Case Analysis Difference between Lecture Method and Case Method Role of Teacher and Students during Case Analysis How to analyse a case? OR Process of Case Analysis Limitations of Case Analysis	25 %

Basic Text & Reference Books:

- K. Aswathappa, “Human Resource Management – Text & Cases”, Tata McGraw Hill Companies, New Delhi, 7th Reprint 2008.
- L. M. Prasad, “Organisational Behaviour”, Sultan Chand and Sons, New Delhi, 4th Edition – Reprint 2008.
- P. Subba Rao, “Personnel and Human Resource Management – Text and Cases”, Himalaya Publishing House, Mumbai, 4th Edition 2009.
- S. S. Khanka, “Human Resource Management- Text and Cases”, Sultan Chand and Sons, New Delhi, First Edition – Reprint 2008.
- S. V. Ganakar and C. B. Mamoria, “Personnel Management: Text and Cases,” Himalaya Publishing House, Mumbai, 28th Edition 2008.

