

SARDAR PATEL UNIVERSITY
Programme & Subject: Master of E-Business (M.Eb)
Semester: I
Syllabus with Effect from: June-2010

Paper Code: PM01EMEB03	Total Credit: 4
Title Of Paper: Principles of Human Resource Management	

Unit	Description in Detail	Weightage (%)
I	Fundamentals of HRM: Concept, scope, functions & evolution of HRM, Structure of HRM department; Manpower Planning: Concept & Objectives, Procedure, Short & Long term Manpower Planning, Career & succession planning; Recruitment & Selection: Sources of recruitment, procedure, basis of selection, interviews, tests and induction.	25%
II	Employee Training and Development: Need importance and objectives, Steps in training Programme, Different training techniques, Executives/Management Development process, Management Development programmes in India, Role of IT in training & Development, Promotion – Transfer – Demotion and Separation	25%
III	Employee compensation & Performance evaluation: nature and purpose of compensation, factors affecting compensation, minimum, fair & living wages, types of wages, compensation practice in Indian industries, fringe benefits & incentives in Indian business; concept, of performance evaluation, need, methods, performance evaluation in Indian companies, potential appraisal	25%
IV	Industrial Relations & Disputes management - Meaning, parties, requisites of good and healthy industrial relations. Trade Union: Movement and role of trade union in India. Grievance, Unrest and Disputes: Causes and Machinery to resolve industrial disputes; Emerging trends in HRM	25%

Basic Text & Reference Books:-

- Personnel Management by C.B.Mamoria
- Human Resource and Personnel Management by K. Ashwathappa
- Human Resource Management by S.S.Khanka
- Dynamics of Industrial Relation by C.B.Mamoria

