

SARDAR PATEL UNIVERSITY
Programme & Subject: Master of Human Resource Development (MHRD)
Semester: III
Syllabus with Effect from: June - 2014

Paper Code: PA03CHRD04	Total Credit: 4
Title Of Paper: Human Resource Development - II	

Unit	Description in Detail	Weightage (%)
I	Training & Executive Development Concept of Training & Development, Meaning of Training, Features of Training, Principles of Training, Need & importance, Methods of training & Development, Evaluation of training & development, steps of Training & Development, Drawbacks suggestive system, critical issues in Training.	25%
II	Performance & Potential Appraisal Concept of performance Appraisal, Purpose of performance Appraisal, Factors affecting performance appraisal, Criteria of Performance Appraisal, What to be Appraised, Process & methods of appraisal, Essential of a good appraisal system, Assumptions of Appraisal system. Potential appraisal, Limitation of Performance Appraisal.	25%
III	Quality of Work Life Concept, specific issues in QWL, QWL and Productivity, Quality Circle, Barriers to Quality of worklife.	20%
IV	HRD Audit & Performance Management Introduction to HRD Audit – Objectives of HRD Audit – Elements of HRD Audit – HRD Audit Process – Introduction to Performance Management – Difference between Performance Appraisal System and Performance Management System – Definitions of Performance Management – objectives of Performance Management – Purpose of Performance Management – Performance Management process	30%

Basic Text & Reference Books:-

- Santosh Gupta & Gupta Sachin: Human Resource Development, Concept & Practices, Deep & Deep Publications Pvt. Ltd.
- Dayal Raghubir (1996) Dynamics of Human Resource Development, Mittal.
- Bhatia B.S. (1996) Emerging Dimensions of HRD : Role and Orientation, Deep & Deep.
- Rao T.V. (2003) Future of HRD , Mcmillan.
- Rao T.V. (1996) Human Resource Development, Sage.
- Rao T.V. (1991) Readings In Human Resource Development, Oxford and IBH.
- Rao T.V. (1998) HRD Missionary, Oxford & IBH
- Rao T.V. (1994) HRD in New Economic Environment, Tata Mcgrawhill
- Jaygopal R (1993) HRD conceptual analysis and Strategies, Edison
- Mathur B.C. (2000) Strategy for Human Resource Development, RBSA
- Tripathi P.C. (2002) Human Resource Development, Sultan chand.

