

SARDAR PATEL UNIVERSITY
Programme: MHRM
Semester: I
Syllabus with effect from: June 2011

Paper Code: PA01CHRM03	Total Credits: 3
Title Of Paper: Managing Individual Behaviour	

Unit	Description in detail	Weightage (%)
1	Foundation of Individual Behaviour Introduction, Meaning, Environmental factors, Personal factors, Psychological factors	15 %
2	Principles of case work, process in case work Study, assessment, formation, planning, intervention, evaluation, termination	15 %
3	Relationship Meaning and ethics in different situations for therapeutic, Primitive and developmental Goals. Characteristics of relationship	10 %
4	Communication Communication Concept, Nature, Types & Techniques of communication. Interpersonal & Intrapersonal communication relationship	20 %
5	Interview Interviewing, its importance at different stages and levels in an industry (recruitment - exit: components of interviewing as a skill)	20 %
6	Recording The need, nature and the techniques, Intervention process, its nature and steps	10 %
7	Intervention Intervention Processes: Its nature and scope	10 %

Basic Text & Reference Books:

- Human Resource Management - Keith Davis
- Organization Behaviour - Fred Luthans
- Human Resources Management - K Aswathappa
- Direct Social work practice - Hepwoth Dean
- Introduction to social case work - Mathew Grace 1991
- Theory of social case work Chicago and London: the university of Chicago press - Roberts and Nee
- Case work in context: A basis of practice: Oxford: Pergaluon press - Tilbary, D.E.F 1977

