

**SARDAR PATEL UNIVERSITY**  
**Programme & Subject: PGDHRD**  
**Syllabus with Effect from: June - 2015**

<b>Paper Code: Paper - IV</b>
<b>Title of Paper: Human Resource Development Practices</b>

Unit	Description in Detail	Weightage (%)
I	<b>Introduction of HRD</b> Historical Development of HRD Concept and Characteristics of HRD Objectives and need for HRD HRD a Total System Functions of HRD HRD and Personnel Management	
II	<b>Philosophy and Strategies of HRD</b> An overview of HRD and HRD Matrix HRD Philosophy HRD Policies, HRD Strategy, HRD Organization Attributes of HRD Manager HRD in Indian Industry Need for HRD in Indian Context	
III	<b>HRD System and HRD Mechanism</b> Process of Designing HRD System Principles in Designing HRD System Factors affecting in Designing HRD System Pre-requisite for effective HRD Variables in HRD Mechanism Organizational effectiveness	
IV	<b>HRD Climate and Culture</b> Concept of climate HRD Climate and Organizational climate Elements of HRD Climate Factor affecting HRD climate Indian culture and HRD	
V	<b>Career Planning and Development</b> Concept of Career Palnning Objectives, Process, Advantages and Limitation of career planning Making career planning effective Career development and Organizational Career development Suggestions for effective career development HRD and Career Planning & Development	
VI	<b>Counseling</b> Concept and characteristics of Counseling Functions and types of Counseling Objectives of Counseling Condition for effective Counseling Process of Counseling	
VII	<b>Quality of Work life</b> Concept : Quality of Work life	



	Specific issues in Quality of Work life QWL and Productivity Barrier to Quality of Work life	
VIII	<b>Mentoring</b> Concept of Mentoring Why organization implement Mentoring programme Formal V/s Informal Mentoring Considerations in Developing mentoring programme Implementing mentoring programme Types of mentoring	

**Basic Text & Reference Books:-**

- Santosh Gupta and Sachin Gupta, 'Human Resource Development'- Concept and Practices, Second Edition, Deep & Deep Publications Pvt. LTD., New Delhi.
- M. S. Khan and Smita Singh, 'Human Resource Development'- Himalaya Publishing House, Mumbai.

