

## **SEMESTER I**

**Course Title: INTRODUCTION TO HRM**

**Course Code: HRM/GEC1**

**Nature of the Course: GENERIC ELECTIVE COURSE (GEC)**

**Course Credit:3**

**Distribution of Marks:45 (End Sem) + 30 (In Sem)**

### **Course Objectives:**

The course aims to provide students with a comprehensive understanding of the principles and practices of Human Resource Management (HRM). It focuses on equipping learners with the knowledge and skills required for workforce planning, recruitment, selection, training, development, and compensation management in contemporary organisations. The course also emphasises emerging trends such as globalisation, technological advancements, diversity, inclusion, and modern workplace dynamics like work-from-home and downsizing.

### **Course Outcomes (COs) for the Entire Course**

Upon completing this course, students will:

1. Demonstrate a solid understanding of HRM's role in achieving organizational goals.
2. Develop effective HR planning strategies, incorporating job analysis and enrichment to optimize workforce efficiency.
3. Implement robust recruitment and selection processes while addressing challenges and ensuring seamless placement and induction.
4. Create and manage training, development, and compensation systems to enhance employee performance and organisational success.
5. Adapt HRM practices to dynamic workplace scenarios influenced by globalisation, technology, and evolving workforce demographics.

### **Learning Outcomes:**

By the end of this course, students will be able to:

1. Understand the fundamental concepts, objectives, and functions of HRM, along with the impact of current global HRM trends.
2. Analyse the process and significance of Human Resource Planning, including job analysis, job enrichment, and its application in organisational contexts.
3. Evaluate recruitment and selection strategies, identifying potential barriers and understanding processes like placement and induction.
4. Design effective training and development programs, assess training needs, evaluate training effectiveness, and comprehend the nuances of compensation management.
5. Apply HRM practices to real-world organisational challenges, integrating global

L=Lectures, T=Tutorials, P=Practicals

Unit	Contents	L	T	P
<b>I (10 marks)</b>	Introduction of HRM: Meaning and definition of HRM, nature, need and objective of HRM, functions of HRM, Current affairs in HRM: Globalisation, technological advancement, Diversity and Inclusion, Work from home, Downsizing, Human Resource Information System	10	01	-
<b>II (10 marks)</b>	Human Resource Planning: Meaning, Objectives, Importance and steps in Human Resource Planning, Job analysis- Job Description and Job Specification, Job enrichment	10	01	-
<b>III (12 marks)</b>	Recruitment and Selection: Concept of recruitment, Sources and Steps of recruitment, Concept and Process of selection, Barriers of recruitment and selection, Placement, Induction	10	01	-
<b>IV (13 marks)</b>	Training, Development and Compensation: Meaning and significance of training, identifying training and development needs, Process of training, training methods, evaluating effectiveness of training, Meaning and types of compensation.	10	02	-
	Total	40	05	

### Assessment and Evaluation

- **Internal Assessment (30 marks):**
  - ✓ Two sessional Examination (10\*2=20)
  - ✓ Quizzes, assignments, case study presentations, attendance and group discussions (any two). (5\*2=10)
- **End-Semester Exam (45 marks):** Written examination based on the syllabus, typically featuring short-answer questions, long-answer questions, and case-based questions.

## **Recommended Textbooks**

- **"Human Resource Management" by Gary Dessler** – A comprehensive and widely used textbook in HRM courses.
- **"Human Resource Management" by K. Aswathappa** – A popular book that focuses on both theoretical and practical aspects of HRM in the Indian context.
- **"Personnel and Human Resource Management" by P. Subba Rao** – Offers a balanced view on HRM, with emphasis on Indian industries.