

GUJARAT UNIVERSITY
K. S. SCHOOL OF BUSINESS MANAGEMENT
[Five Years' (Full-time) M.B.A. Integrated Degree Course]
Third Year B.B.A. (SEM – VI)
KS_M_SE_369
Human Resource Management – II (Subject Elective)

3 credit course

Objective:

In continuation of the understanding of the HR functions which the students have already studied in their earlier semester, this syllabus is to further equip the students with all the functions of HR. This will help the students to holistically view Hr functions in. purview of management studies

MODULE: 1 **(20%)**

- Organizational change: Meaning and Types
- Motivation, Leadership and Communication.

MODULE: 2 **(20%)**

- Human Resource Development.
- Human Resource Accounting, Records, Audit and Research and information.

MODULE: 3 **(20%)**

- Internal and External Mobility and Retention Management
- Health, Safety and information.

MODULE: 4 **(20%)**

- Career Planning
- Performance appraisal.

MODULE: 5 **(20%)**

- E-Human Resource Management.
- Recent Trends in HR.

No of lectures in semester: Approximately 40 to 45 Hrs.

Methodology: Direct Teaching, Assignment, Presentation, Class discussion.

Evaluation Pattern:

Continuous Evaluation	30%
Mid-Sem. Exam	20%
End-Sem. Exams	50%

Reference Books:

- Essentials of Human Resource Management and Industrial Relations
By P. Subba Rao. (Himalaya Publishing House.)
- Human Resource and Personnel Management by K. Aswathappa
(Tata McGraw Hill)
- Human Resource Management by Dr. Ravindranath Badri
(Himalaya Publishing House).