

IV. CORE COURSE [CCCOM304]:

(Credits: Theory-04, Tutorial-01)

Marks: 30 (MSE: 20Th. 1Hr + 5Attd. + 5Assign.) + 70 (ESE: 3Hrs)=100**Pass Marks (MSE:17 + ESE:28)=45****Instruction to Question Setter:****Mid Semester Examination (MSE):**

There will be **two** groups of questions in written examinations of 20 marks. **Group A is compulsory** and will contain five questions of **very short answer type** consisting of 1 mark each. **Group B will contain descriptive type five** questions of five marks each, out of which any three are to be answered.

End Semester Examination (ESE):

There will be **two** groups of questions. **Group A is compulsory** and will contain two questions. **Question No.1 will be very short answer type** consisting of five questions of 1 mark each. **Question No.2 will be short answer type** of 5 marks. **Group B will contain descriptive type six** questions of fifteen marks each, out of which any four are to be answered.

Note: There may be subdivisions in each question asked in Theory Examinations

The Mid Semester Examination shall have three components. (a) Two Semester Internal Assessment Test (SIA) of 20 Marks each, (b) Class Attendance Score (CAS) of 5 marks and (c) Class Performance Score (CPS) of 5 marks. "**Best of Two**" shall be applicable for computation of marks for SIA.

(Attendance Upto 75%, 1 mark; 75 < Attd. < 80, 2 marks; 80 < Attd. < 85, 3 marks; 85 < Attd. < 90, 4 marks; 90 < Attd, 5 marks).

HUMAN RESOURCE MANAGEMENT**Theory: 60 Lectures; Tutorial: 15 Hrs****Objective:**

The objective of the course is to make student aware of the concepts, techniques and practices of human resource development. This course intends to make students understand the applicability of these principles and techniques in an organization.

Contents:**Unit I-Introduction to Human Resource Development:**

Concept and evolution; Relationship between human resource management and human resource development; HRD mechanisms, processes and outcomes.

Unit II-HRD Process:

Assessing HRD needs; Designing and developing effective HRD programs; Implementing HRD programs; Evaluating HRD programs.

Unit III-HRD Activities and Applications:

HRD for Workers; HRD mechanisms for workers; Role of trade unions; Employee training and development- Process, methods, and types; Coaching, counselling and performance management; Career management and development; Organization development.

Suggested Readings:

- Werner J. M., DeSimone, R.L., *Human resource development*, South Western.
- Nadler, L., *Corporate human resources development*, Van Nostrand Reinhold.
- Blanchard, P.N., Thacker, J.W., Anand Ram, V., *Effective training, systems, strategies, and practices*, Pearson Education.
- Raymond, N. and Kodwani, A.D., *Employee training and development*, McGraw Hill Education India.
- Mankin, D., *Human resource development*, Oxford University Press India.
- Halder, U. K., *Human resource development*, Oxford University Press India.
- Rao, T.V., *Future of HRD*, Macmillan Publishers India.
- Rao, T.V., *HRD score card 2500: Based on HRD audit*, Response Books, SAGE Publications.