

Paper – 403 Human Resource Development (HRD)

1. Main Objectives : (Optional Paper)

- To define the human resource Development (HRD) Programme.
- To give basic knowledge regarding Applied aspects of HRD.
- To train student for HRD & OD programme.

2. The Scheme of question paper:

1. The paper will consist four units:
2. Each Unit Should be given equal weightage in examination
3. Total Marks are: 100.

70: External Examination

30: Internal evaluation

(Duration of examination: 3 hours)

Unit – 1 Nature and concept of HRD

Nature and concept of Human resource Development

Where and how to begin the establishment of the HRD Process ?

Some critical issues in HRD designing

Applied Aspects of HRD

Areas of Application – Education , Industries , Family , agriculture and Labour etc.

Unit -2 Organizational leaderships & Communications

Definition of leadership

Origin of leadership

Leadership styles

Leadership skills

The definition of communication

Factors effecting on interpretation of mes sage

Medium and flow of message

Nonverbal communication

Comparison of one way and two way communication net.

Hurdles in communication

Remedy of weak and defective communication

Unit – 3 Organizational change and Policy formulation and decision making

Nature and perspective of change

Process of change

Different strategies of change

Methods and approvals for organizational change

Process of decision making

Type of decision making

Factors creating basis in decision making

Effective factors of decision mak ing

Performance appraisal past & future , HRD & PA,

Unit- 4 Stress, Conflict and counselling

The emergence of stress
The causes of stress
Intra individual conflict
The effect of stress and intra individual conflict
Coping strategies for stress and conflict
Negotiation skills
Employee counselling :
 What counselling is
 Need for counselling
 What counselling can do
 The manager's counselling role
Types of counselling
 Directive counselling
 Non directive counselling
 Participative counselling

Books

1. Luthans, Fred(2002)Organizational Behaviour, New Delhi, Mc Graw -Hill
2. Newstrom. J. W. and Davis, K (2002) Organizational Behaviour – Human behaviour at work , New Delhi, Tata Mc. Graw – Hill
3. Glimer V.H. (1971) Industrial and organizational psychology, New York, Mc . Graw –Hill
4. Davis, Keith (1972) Human relations at work, New York, Tokyo, Mc. Graw – Hill
5. Katz, d. and Kahn, R.L.(1970) The social psychology of organization . New Delhi. Wiley eastern Pvt. Ltd.