

# INTER DISCI PAPER – 6 HUMAN RESOURCE & CARRIER DEVELOPMENT

Total marks:-100

Credit:- 5

P.P.W.:- 5

## Objectives:

The aim of this is to acquaint the students with various aspects of management as applied to handling of resource efficiently and effectively for the organization.

### Course Contents:

#### **Module : 1**

##### **Introduction**

Concept, nature, scope and significance of human resource management. Evolution of human resource management. Role and responsibility of human resource manager.

#### **Module : 2**

##### **Manpower policy and planning**

Manpower policy : nature, scope, types, significance and manpower policy in Indian organization. Manpower planning, nature, scope, types, significance and manpower planning in Indian organization.

#### **Module : 3**

##### **Training and Development**

Training : Concept, nature, scope, significance. Techniques of training in Indian organization, development – concept, significance and techniques. Management development programme in Indian organization.

#### **Module : 4**

##### **Performance Appraisal**

Meaning, nature, significance Launching a Performance appraisal system. Techniques for performance appraisal, shortcomings of appraisal system. Performance appraisal in Indian organization.

#### **Module : 5**

##### **Compensation Management & Career Development**

1. Nature, scope wages & salary administration, group incentive individual incentives, fringe benefits.
2. Career development – latest facts in general knowledge – U.P.S.C., G.P.S.C., Net, Slat Examination.

**Suggested Readings:**

1. Srraw & sayles : Personal management
2. Yoder &Date : Personal management & I.R.
3. E.D. Flippos : Principals of personnel management
4. C.B.Mamoria : Personal management
5. Manappa & Saiyadian : Personal management
6. R.S. Dwivedi : Personal human resources management in Indian organization
7. Carrier news
8. Latest facts in general knowledge
9. Employment news
10. Reader digest
11. Competition success review