



**Dr. V. N. Bedekar Institute of Management, Thane**  
**Teaching Plan (MMS/PGDM)**  
**Academic Year (2017-2018)**

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Programme Name:: PGDM

Term: III

Name of the Course: Human Resource Management

Maximum marks: 100

No. of Sessions: 10

Name of the Faculty: Kanchan Akshay

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**Learning Objectives:**

- 1) Apply the theoretical and practical aspects of human resource management in the organization.
- 2) Take decisions that enhance the effectiveness of the recruitment, training, development, and retention of human resources
- 3) To create opportunities for improving and sustaining organizational performance.
- 4) Managing the organizational change and design various strategies for the development of the organization.

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**Reference Books:**

- 1) Human Resource Management – P.Subba Rao
- 2) Personnel/Human Resource Management: DeCenzo & Robbins
- 3) Human Resource Management in Modern India- Dr. Sorab Sadri & Dr. Jayashree Sadri
- 4) International Human Resource Management- Ashwathappa
- 5) Human Resource Management- Dipak Bhattacharyya



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**Plan:**

<b>Session No</b>	<b>Topics to be covered</b>	<b>Books referred/ Recommended/ References- Print/Articles/ News/Research papers/ Online database/ Software /Simulations used</b>	<b>Learning outcomes</b>	<b>Evaluation of Students understanding by MCQs, Quiz, Short Test</b>
1	Introduction to HRM- Scope, Functions, Roles, Policies, Responsibilities in the organization	Power point presentation and books referred HRM by Subha Rao/chapter 1	To understand the scope, functions and what policies organizations are following	
2	Manpower Planning- Importance of Manpower planning, Steps involved, Link with Business Objectives	Powerpoint presentation and books referred HRM by Dipak Bhattacharya/Unit 6	To understand the need for manpower planning and how manpower planning is done.	
3	Job Analysis- Job Description, Job Specification, Job enrichment	Powerpoint presentation and books referred HRM by Dipak Bhattacharya/ unit 5	Making them understand how to make job description for the right job	
4	Recruitment- Various methods of recruitment, challenges in recruitment	Power point presentation and books referred HRM by Subha Rao/chapter 5	How can one choose the type of recruitment suitable for the profile.	



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5	Selection- Process of Selection	Power point presentation and books referred HRM by Subha Rao/chapter 6	How to choose the right person for the right job.	Small Test
6	Training & Development- Training Need Analysis, Training Methods	Powerpoint presentation and books referred HRM by Dipak Bhattacharya/ unit 9	Various methods which can be used for making training effective.	
7	Performance Management- Performance Appraisals, various traditional and modern methods of appraisal, challenges of PMS,	Powerpoint presentation and books referred HRM by Dipak Bhattacharya/ unit 10	Various methods of performance appraisal used in the organizations.	
8	Performance Management- Career Development, Counselling	Powerpoint presentation and books referred HRM by Dipak Bhattacharya/ unit 11	What organizations do for continuous employee development.	
9	Organization Development- Structures, BPR	Powerpoint presentation and books referred OB by Stephen Robbins.	Various techniques for OD	
10	Class Test & Presentation			



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**2. Practical Approach : Other activities (Atleast 4 distinct activities)**

<b>Sr. No.</b>	<b>Activity Name</b>	<b>Topic Coverd</b>	<b>Learning outcomes</b>	<b>Source</b>
1	Role Play	Training & Development- different methods of training		
2	Group Discussion	Hr functions and hr policies in the organizations. Strategies for long term HR planning and growth Organization Development		
3	Business Quiz / Business News sharing	Economic Times articles and articles from Human Capital		
4	Videos / Simulation	Manpower Planning, Motivation		
5	Use of Softwares and Labs	Job Analysis-job description, Recruitment		
6	Any other activity	Management Games		



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**Evaluation:**

**I) Internal:**

<b>Component</b>	<b>Details</b>	<b>Marks</b>
Class Test	2 Internal Class Test	20
Presentation	To study the HR Model of various Companies	10
Case Study	3 Case studies as a part of Class Discussion	05
Participation		05
Others		

**Signature of Faculty**

**Signature of the Co-ordinator**