**19AC3101 – AUDIT COURSE**

**HUMAN RESOURCE MANAGEMENT AND ORGANISATIONAL BEHAVIOUR**

(Common to EEE & ECE)

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| **Course category:** | Humanities | **Credits:** | 3 |
| **Course Type:** | Theory | **Lecture - Tutorial - Practical:** | 3 - 0 – 0 |
| **Prerequisite:** | -NIL- | **Sessional Evaluation :**  **External Evaluation:**  **Total Marks:** | 40  60  100 |

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| **Course**  **Objectives** | Students undergoing this course are expected to: | |
| 1. Familiarize the students about different aspects of managing people in the organizations from the stage of acquisition to development and retention. 2. Familiarize the students with the components of individual and group behavior in organizational setting and to help them learn behavioral skills in managing people at work | |
| **Course Outcomes** | Upon successful completion of the course , the students will be able to: | |
| CO1 | To understand HRM concepts and the role of HRM has to play in different aspects of HRM |
| CO2 | To understand the role of recruitment and selection in relation to the organizations. |
| CO3 | To understand job-based compensation scheme and performance management system and appraisals. |
| CO4 | To understand the development of organizational behavior and its importance in managing people at the workplace. |
| CO5 | To understand human behavior as an individual. |
| CO6 | To learn the foundation of group dynamics and management of different types of conflict at the workplace. |
| **Course**  **Content**  **Course**  **Content** | **UNIT – I**  Human Resource Management - Definition - Objectives - Functions - Scope - Importance - Computer Applications in Human Resource Management – characteristics of a good Human Resource Manager - Human Resource Planning - Job design.  **UNIT – II**  Recruitment and Selection - Sources of Recruitment - Selection Process - Test Types in selection-Interview Types - Placement and Induction- Training - Methods of Training.  **UNIT-III**  Performance Appraisal - Methods of Performance Appraisal - Transfers - Promotion - Wage & Salary Administration - Wage Incentive - Fringe Benefits .  **UNIT-IV**  .Definition, need and importance of organizational behaviour – Nature and scope – Frame work – Organizational behaviour models. Personality – types – Factors influencing personality – Theories – Learning – Types of learners – The learning process – Learning theories  **UNIT-V**  Attitudes – Characteristics – Components – Formation – Measurement- Values. Perceptions – Importance – Factors influencing perception – Interpersonal perception- Impression Management.  **UNIT-VI**  Group dynamics- cohesiveness and productivity- Group decision making- Groups versus teams- Managing organizational conflict: sources, levels and types of conflict- Conflict resolution. | |
| **Text Books and Reference Books** | **TEXT BOOKS:**   1. Human Resource Management - Dr. C.B. Gupta - Sultan and Sons. 2. Personnel & Human Resource Management - P. SubbaRao - Himalaya Publishing House. 3. Organisational Behaviour- L. M Prasad, S. Chand Publishers, New Delhi. 4. Organisational Behavior- Stephen P. Robins- PHI Learning / Pearson Education.   **REFERENCE BOOKS:**   1. Human Resource and Personnel Management - K. Aswathappa - Tata McGraw Hill Publishing Co. Ltd. 2. OrganizationalBehaviour - Fred LuthansMcGrawhill ,NewYork | |

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| **Contribution of Course Outcomes towards achievement of Program Outcomes** | | | | | | | | | | | | | | |
|  | PO1 | PO2 | PO3 | PO4 | PO5 | PO6 | PO7 | PO8 | PO9 | PO10 | PO11 | PO12 | PSO1 | PSO2 |
| CO1 | 3 | 3 | 2 | 2 | 1 | - | - | - | - | - | - | 2 | - | - |
| CO2 | 3 | 3 | 2 | 2 | 1 | 1 | - | - | - | 1 | - | 2 | - | - |
| CO3 | 3 | 3 | 3 | 1 | 1 | - | 1 | - | - | 1 | - | 2 | - | - |
| CO4 | 3 | 3 | 2 | 2 | 1 | 1 | 2 | - | - | - | - | 2 | - | - |
| CO5 | 3 | 3 | 2 | 2 | 1 | 1 | - | - | - | 1 | - | 2 | - | - |
| CO6 | 3 | 3 | 2 | 2 | 1 | - | - | - | - | 1 | - | 2 | - | - |