

Shyam Lal College
Department Of Commerce

Subject: Human Resource Management

Paper CP 6.3

B Com(P) Sem 6th

S.no	FROM	TO	Topic To be Covered
Week 1	2-Jan-17	7-Jan-17	Unit-1 Relevance and Spectrum, HRD Concept & evolution, HR policies
Week 2	9-Jan-17	14-Jan-17	Organisation of HR department; Role , competencies & status of HR manager
Week 3	16-Jan-17	21-Jan-17	Emerging Dimensions in HRM like empowerment & diversity.
Week 4	23-Jan-17	28-Jan-17	Unit -2 Human Resource Planning- Quantitative & Qualitative dimensions
Week 5	30-Jan-17	4-Feb-17	Job Analysis- Job Discription & Job Specification
Week 6	6-Feb-17	11-Feb-17	Recruitment, Selection, Test
Week 7	13-Feb-17	18-Feb-17	Interview , Placement, Induction
Week 8	20-Feb-17	25-Feb-17	Unit-3 Training & Development: Concept, importance; Management Development,
Week 9	27-Feb-17	4-Mar-17	Executive Development;Identifying training needs, Designing Taining Programmes,
Week 10	6-Mar-17	11-Mar-17	Role & Competency based training, Training process outsourcing
Week 11	13-Mar-17	18-Mar-17	MID SEMISTER BREAK
Week 12	20-Mar-17	25-Mar-17	Unit-4 Performance Appraisal : nature, objectives, techniques
Week 13	27-Mar-17	1-Apr-17	Potential appraisal; Employee counseling
Week 14	3-Apr-17	8-Apr-17	Job changes: Transfer & Promotion
Week 15	10-Apr-17	15-Apr-17	Unit-5 Compentation: Concept policies & administration, Job Evalution
Week 16	17-Apr-17	22-Apr-17	wage payment methods, incentive plans, Fringe benefits, performance linked compensation
Week 17	24-Apr-17	27-Apr-17	Social security, Employee health &safety,Employee welfare, Grievance handling & redressal.