

DEPARTMENT OF COMMERCE
SHYAM LAL COLLEGE, UNIVERSITY OF DELHI

Subject Human Resource Management	Course & Sem - B.Com (P) 5th Sem	Teacher's Name - Mr. Amit Kapoor
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Sr. No.	From	To	Topics
Week 1	20-Jul-22	23-Jul-22	Introduction to HRM
Week 2	25-Jul-22	30-Jul-22	Importance, evolution and scope of HRM, Difference between HRM & HRD, Human Resource Planning
Week 3	01-Aug-22	06-Aug-22	Job Analysis, HR Policies, Recruitment Selection and Development
Week 4	08-Aug-22	13-Aug-22	Induction And Socialization, Training And Development :- importances and Methods
Week 5	15-Aug-22	20-Aug-22	Training & Development :- Role specific and competency based Training, Performance Appraisal
Week 6	22-Aug-22	27-Aug-22	Objectives and methods of Performance appraisal, Potential appraisal and employee counselling,
Week 7	29-Aug-22	03-Sep-22	Job changes - transfers(meaning and reason) Promotion(meaning and basis), demotion (meaning causes and guiding principles)
Week 8	05-Sep-22	10-Sep-22	Compensation Management, Job evaluation - base and supplementary compensation,
Week 9	12-Sep-22	17-Sep-22	Method of wage payment, fringe benefits, incentives plan(individual, group, and organisation wide)
Week 10	19-Sep-22	24-Sep-22	employee maintenance and emerging issue in HRM
Week 11	26-Sep-22	01-Feb-22	employee welfare, safety and health
	02-Oct-22	09-Oct-22	MID SEMESTER BREAK
Week 12	10-Oct-22	15-Oct-22	grievance redressal; Emerging issue and challenges of HRM
Week 13	17-Oct-22	22-Oct-22	workforce diversity, employee empowerment, downsizing
Week 14	24-Oct-22	29-Oct-22	work- life balance, use of technology in HRM functions
Week 15	31-Oct-22	05-Nov-22	e-HRM, green - HRM, outsourcing HRM,employee retention.
Week 16	07-Nov-22	12-Nov-22	ethics in HRM(surveillance vs. privacy),
Week 17	14-Nov-22	16-Nov-22	Revision