SYLLABUS
FOR POST GRADUATE DEGREE IN HUMAN RESOURCE MANAGEMENT
(MHRM)

FIRST YEAR
Core paper I : Principles of Management
Core paper II : Human Resource Management – I
Core paper III : Organisational Behaviour
Core paper IV : Research Methodology and Quantitative Methods
Core paper V : Industrial Engineering
Core paper VI : Labour & Managerial Economics

SECOND YEAR
Core paper I : Human Resource Management – II
Core paper II : Human Resource Development
Core paper III : Industrial Sociology
Core paper IV : Industrial Relations
Core paper V : Labour Legislation

VI. Project Report
VII. Viva Voce

The detailed syllabi is given below.
FIRST YEAR

CORE PAPER I: PRINCIPLES OF MANAGEMENT


**BOOKS RECOMMENDED:**

<table>
<thead>
<tr>
<th>No.</th>
<th>Author(s)</th>
<th>Title</th>
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<tbody>
<tr>
<td>1</td>
<td>Koontz and O.</td>
<td>Principles of Management</td>
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<td>Donnel</td>
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<td>2</td>
<td>Peter Drucker</td>
<td>Principles of Management</td>
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<td>3</td>
<td>Pugh &amp; Hickson</td>
<td>Organisational Structure</td>
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<td>4</td>
<td>P. Sing and Chhabra</td>
<td>Business Organisation and Management</td>
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<td>5</td>
<td>C.B. Mamoria</td>
<td>Personnel Management</td>
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<tr>
<td>6</td>
<td>Dwivedi, R.S</td>
<td>Management of Human Resources</td>
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<td>7</td>
<td>Tripathi, P.S</td>
<td>Personnel Management</td>
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CORE PAPER II. HUMAN RESOURCE MANAGEMENT


MODULE 2. Manpower Planing – Concept, Aims and Objectives at the Unit Level-Demand and Supply Forecasting – Planning Procurement Programmes – Manpower Inventory – Techniques of Manpower Planning – Personnel Budget – Manpower Planning at National Level.


BOOKS RECOMMENDED:
1 Mumford, Alar : The Manager and Training
2 Stewart, et. al. : Managing the Managers’ Growth
3 Stanley & Delloff : Improving Individual Productivity
4 Straiss, et. al. : Personnel: The Human Problems of Management


BOOKS RECOMMENDED:

1. Luthans, F.J : Organisational Behaviour
2. Daris, D : Human Behaviour at Work
4. Schin, E : Organisational Psychology
CORE PAPER IV RESEARCH METHODOLOGY AND QUANTITATIVE METHODS

MODULE 1. Scientific Method – Basic Tenets – Scientific Approach to Social Research – Definition and Applications


MODULE 5. Data Processing – Editing, Coding, Tabulation and Interpretation.


BOOKS RECOMMENDED

1. Luthans, F.J : Organisational Behaviour
2. Daris, D : Human Behaviour at Work
4. Schin, E : Organisational Psychology
PAPER V. INDUSTRIAL ENGINEERING

MODULE 1. Industrial Engineering: Productivity – concept and Definition – Methods of Raising Productivity Work Study – Time and Motion Study – Definition – Aims and Procedures – Implications for Productivity – Role of Industrial Engineering.


BOOKS RECOMMENDED

2. Gokaran, P.R. : Essentials of Materials Management
3. Denyer, J.C. : O & M and Management Services
5. Arvine, Herald, T : Manufacturing Organisation and Management and Others
6. Standley, John, D & : Improving Individual Productivity
   Dellof, Irving, A
7. Ireson, W. Grant & : Handbook of Industrial Engineering &
   Grant, Eugene  Management
   Agarwal, N.K
PAPER VI. LABOUR AND MANAGERIAL ECONOMICS

MODULE 1. Nature and Scope – Labour Problems in a Developing Economy – Composition and Extend of Participation of Indian Labour


MODULE 5. Theory of Cost-Cost-Output Relations – Break-even Analysis Theories of Price – Price Discrimination – Monopsony


BOOKS RECOMMENDED

1. Stigler : Theory of Price
2. Thyagi, B.P : Labour Economics and Social Welfare
4. Dutt and Sundharam : Indian Economy
5. Gupta : Managerial Economics
6. Lewis and Craig : Managerial Economics
SECOND YEAR

CORE PAPER I : HUMAN RESOURCE MANAGEMENT – II


MODULE 2. Theories of Wage - Concept and Significance - Role of Personnel Department – Personnel Budget – Factors influencing pay package & bonus schemes.

MODULE 3. Incentive Schemes - Profit Sharing and Annual Bonus – Monetary Incentives – Non-monetary incentives – merit rating.


BOOKS RECOMMENDED

1. Flippo, Edwin B : Principles of Personnel Management
3. Woooton, Barbars : The Social Foundation of Wages Policy
4. Rothsohid : The Theory of Wages
5. Ryan, John A : A Living Wage
CORE PAPER II. HUMAN RESOURCE DEVELOPMENT


MODULE 2. Identifying Training Needs - HRD and Training Policies - Planning and Organising Training Programmes - Organisation of Training and HRD Department.


BOOKS RECOMMENDED

1. Mumford, Alar : The Manager and Training
2. Stewart, et. al. : Managing the Mangers’ Growth
3. Stanley & Delloff : Improving Individual Productivity
CORE PAPER III: INDUSTRIAL SOCIOLOGY

MODULE 1. Sociology – Basic concepts – society, social system, culture, role, status, group, institutions, social change, socialization of individuals.

MODULE 2. Industrial sociology – definition and scope – growth of discipline of industrial sociology – factory system – formal & informal relations in industry.


MODULE 6. Problems of specific groups in industry – Backward, handicapped, old, young and women employees – sexual harassment – services within and outside industries – educational, recreational, family and community welfare within and outside plant – Employee counseling and its importance.
BOOKS RECOMMENDED

6  Narayana Rao, S  :  Counseling Psychology, 1981
7  Klein, Josephine  :  Working with Groups, 1970
8  Mukerji, B  :  Community Development in India, 1961.
CORE PAPER IV. INDUSTRIAL RELATIONS

MODULE 1. Concept of Industrial Relation - Social Obligations of Industry - Role of Government - Employees and Unions in Industrial Relations - Approaches to Industrial Relations: Psychological, Sociological and Human Relations Approaches.


MODULE 6. Labour welfare - Concept and objectives - Types of labour welfare - Theories & principles - Social security - Definition and Importance in India - different social security measures and its relation to IR. - Recent trends in IR.
BOOKS RECOMMENDED

1. Monappa, Arun : Industrial Relations

2. Mamoria, CB & Manoria, Satish : Labour Welfare, Social Security and
 : Industrial Peace in India.

 : Framework.

4. Yoder, Dale : Personnel Mgmt and Industrial Relations.

5. Flippo, Edwin : Personnel Management


CORE PAPER V: LABOUR LEGISLATION


