UNIVERSITY OF RAJASTHAN
JAIPUR

SYLLABUS

M.Com. (Human Resource Management)

Annual Scheme

Part-I (Previous) Examination 2019
Part-II (Final) Examination 2020
MASTER of HUMAN RESOURCE MANAGEMENT

PART - I

(Annual Scheme)

Paper 1 - Human Resource Management
Paper 2 - Human Resource Development
Paper 3 - Labour Economics and Labour Welfare
Paper 4 - Industrial Relations and Social Security
Paper 5 - Labour Legislation

PAPER-I:

HUMAN RESOURCE MANAGEMENT

(Principles and Practice)

Duration 3 hrs. Max Marks: 100

Unit - I


Unit-II


Dy. Registrar
University of Rajasthan
Unit - III

Employee Motivation: Content and Process theories of Motivation (Maslow, McGregor, Herzberg, McClell and V.H Vroom), Job Enrichment and Job Enlargement.

Unit-IV

Employee Communication, Employee Discipline, Leadership and Morale.

Unit-V

Informal Relations and Group Dynamics, Management of Conflicts and Resistance to Change.

Books Recommended:

PAPER - II:
HUMAN RESOURCE DEVELOPMENT

Unit - I
Conceptual framework, issues is HRD, HRD - A multidimensional and new concept, objects of HRD, HRD and HRM, agents of HRD.

Unit - II
Strategy for HRD, HRD Culture, Mechanism and Subsystems of HRD, HRD Barriers, framework of HRD.

Unit - III

Unit - IV
Executive-development Career Advancement, Career Planning, Succession Planning and Counseling, Feedback. HRD in India-Recent Scenario

Unit - V
HRD in Different Sectors, Study of HRD Organizations- SBI, SAIL, L&T.

BOOKS RECOMMENDED:

PAPER-III:

LABOUR ECONOMICS AND LABOUR WELFARE

Duration 3 hrs. Max Marks: 100

Unit-I

Indian Labour: Chief Characteristics and Economic background, Sources of supply of Labour in Indian Industries.

Unit-II


Unit-III


Unit-IV


Unit-V


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Registrar (Academic)
Books Recommended:


PAPER-IV:

INDUSTRIAL RELATIONS AND SOCIAL SECURITY

Unit-I

Duration 3 hrs

Max. Marks: 100

Parties to Industrial Relations, Changing Pattern of Industrial Relations. Industrial Disputes-causes and effects, Machinery for prevention and settlement of Industrial Disputes.

Unit-II

Workers Organisations- Main Features and Problems: Employers Organisations- Main Features, Problems and Remedies.
Unit-III

Recent trends in Trade Union Movements in India Employers Organisation and their Role.

Unit-IV


Unit-V


Books Recommended:


4. Paul Edwards (Ed) (1997), Labour Adjudication in India. ILO. New Delhi

PAPER-V:

LABOUR LEGISLATION

Duration 3 hrs

Unit-I

Factory Act, 1948.

Unit-II

Industrial Employment (Standing Order) Act, 1936; Trade Union Act, 1926.

Unit-III

Industrial Disputes Act, 1947; Payment of Wages Act 1936.

Unit-IV


Unit-V


Books Recommended:

MASTER IN HUMAN RESOURCE MANAGEMENT

PART - II

(Annual Scheme)

Paper 1 - Management Concepts and Organisational Behaviour
Paper 2 - Organisation Development
Paper 3 - Business Research Methods
Paper 4 - Human Resource Information System
Paper 5 - Contemporary Issues in H.R.M.
Paper 6 - Project Report & Viva-Voce

PAPER-I:
MANAGEMENT CONCEPTS AND ORGANISATIONAL BEHAVIOUR

Duration 3 hrs.                      Max. Marks: 100

Unit - I

Concept, Nature, Scope and Functions of Management Planning; Process, Objectives and types of Plans, Strategic Planning, Decisions making; elements, process and techniques. Organization structure; determinants, forms, span of management and determinants of Authority and power.
Unit-II

Communication: meaning and types, communication channels, barriers and breakdown in communication, effective communication. Control: process, requisites and techniques.

Unit-III

Organizational behavior: meaning, basic assumptions, significance, scope and Limitations. Motivation: Nature significance and theories.

Unit-IV

Leadership: functions of leader, approaches and leadership styles, Interpersonal relations and group dynamics.

Unit-V

Organisational conflicts, corporate culture and corporate ethics. Organisational health.

Books Recommended:

PAPER-II:

ORGANISATION DEVELOPMENT

Unit-I

Organization Development: introduction, history, nature, characteristics assumptions and values.

Unit-II

Components: meaning, need and importance, nature, overview, diagnostic, action and process of OD, organizational interventions.

Unit-III

OD Interventions: Planned intervention: conflict and conflict resolution, Laboratory method, team development, intergroup building, personnel, interpersonal and group process interventions, comprehensive intervention: survey feedback, Likert’s System and Grid, OD contingency model.

Unit-IV

Managing change: concept, process and key roles of organizational change. Managing resistance to change and effective implementation of change.

Unit-V

Role approaches and skills of manager as agent of change. Training for trainers, steps leading to successful OD programme and organizational effectiveness. Possible reasons of failure.
Books Recommended:


PAPER-III:

BUSINESS RESEARCH METHODS

Unit-I

Duration 3 hrs
Max. Marks : 100

Meaning and objectives of Research, Need and Importance of Research in Business. Types of Research, Problems in Social Science Research. Identification of Research Problem.

Unit-II


Collection of Data: Primary and Secondary Sources.
Unit - III


Unit - IV


Unit - V


Books Recommended:


PAPER-IV:

HUMAN-RESOURCE INFORMATION SYSTEM

Unit -I  
Duration 3 hrs  
Max. Marks : 100

Management Information System: An introduction, historical background, status of MIS in organization, framework for understanding MIS.

Unit-II

Information needs and economics: growing need for information data, information from data, information economics.

Unit-III

Systems view, role of MIS at various management levels structure of MIS, Information network and Essentials of MIS.

Unit-IV


Unit-V

Uses of HRIS and HRD with special reference to performance appraisal, training need identification and career planning.

Books Recommended:

1. Michael J. Kavanagh: Human Resource Information Systems
2. James O'Brien: Management Information Systems
PAPER-V:

CONTEMPORARY ISSUES IN H.R.M.

Unit-I

An Introduction to globalization: meaning globalization and its implications for HRD. Globalization and work force diversity in different organizations (including MNCS).

Unit-II

Work Organizations in 21st century: changing world, changing attitude, feelings about jobs, organizations and people.

Unit-III

Career development and Stress: Management of stress-conflict and cooperation in organizations.

Unit-IV

Culture and technology: Creativity in organizations and organizational effectiveness.

Unit-V

Ethics in organizations: basic need and importance influence of power and politics. An overview about Indian ethos in HRM and relevance to present scenario.

Books Recommended:


**PAPER-VI:**

**PROJECT REPORT and VIVA-VOCE**

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By Registrar
(Academic)
City of Rajasthan, JALPUR