

# GUJARAT TECHNOLOGICAL UNIVERSITY

**BRANCH NAME: INDUSTRIAL ENGINEERING**  
**SUBJECT NAME: MANAGEMENT OF HUMAN RESOURCES**  
**SUBJECT CODE: 2181502**  
**B.E. 8<sup>th</sup> SEMESTER**

**Type of course:** Core

**Prerequisite:** No specific pre-requisite. Students should have basic knowledge of management.

**Rationale:** This course is aim to provide the students the inputs on how to link the HRM functions to the organizational strategies to understand HR as a strategic resource. The course focuses on the changing roles and responsibilities of human resources managers and various HRM functions in industries. Topics to be covered include: Management & Personnel administration, Developing human resource, the functions of Human Resource Management, Wage administration, Human relations, Industrial Relations, Factory acts & other acts related to human resource.

**Teaching and Examination Scheme:**

Teaching Scheme			Credits C	Examination Marks						Total Marks
L	T	P		Theory Marks			Practical Marks			
			ESE (E)	PA (M) PA ALA		ESE (V) ESE OEP		PA (I)		
4	2	0	6	70	20	10	30	0	20	150

**Content:**

Sr. No.	Content	Total Hrs	% Weight age
1	Management & Personnel administration: The traditional concept of management, Personnel minded concept of management, Personnel administration & line organization, Planning & devt. Management.	10	15
2	Developing human resource: Job-description & analysis, Recruitment, Selection & placement, Training & performance appraisal	12	18
3	Wage administration: Wage & salary policies, Wage policy & productivity, Time & piece-rate wages, Production bonds, Profit sharing, welfare facilities, Wage board & statutory requirements.	12	18
4	Human relations: Worker as an Individual & as a member of a group, Workers' expectations of their jobs, individual goals, motivation-physiological motives, Physiological motives, Sociological motives	12	20
5	Industrial Relations: Conflict between Labour & management, courses and consequences of conflict, Complaints & grievances, machinery for settlement of disputes, trade unions, history of trade-union movement in India, Positive role of unions.	12	20
6	Factory acts, bonus act, trade union act and Labour laws & welfare	6	9

### Suggested Specification table with Marks (Theory):

Distribution of Theory Marks					
R Level	U Level	A Level	N Level	E Level	C Level
30	35	15	10	5	5

**Legends: R: Remembrance; U: Understanding; A: Application, N: Analyze and E: Evaluate C: Create and above Levels (Revised Bloom's Taxonomy)**

Note: This specification table shall be treated as a general guideline for students and teachers. The actual distribution of marks in the question paper may vary slightly from above table.

### Reference Books:

1. Personnel Management-by George Strauss, Leonard R. Sayles
2. Ind. Administration & management—by J. Batty
3. Man power management—by Dwiwedi
4. Human resources & Labour market—by Levitan, Mangun, & Marshall

**Course Outcome:** After learning the course the students should be able to:

- Understand the importance of HRM as a field of study and as a central management function
- Understand the implications for HRM of the behavioral sciences, various acts.
- Know the elements of the HR function - recruitment, selection, training and development, etc. and be familiar with each element's key concepts & terminology
- Apply the principles and techniques of human resource management gained through this course to the discussion of major personnel issues and the solution of typical case problems.

### List of Experiments:

1. Study about basics and importance of Human resource management
2. Study about selection and recruitment process
3. Study about Job – description analysis
4. Study about Performance appraisal and merit rating
5. Study about wage administration
6. Study about Job satisfaction and motivation techniques
7. Study about Grievance handling
8. Case study – 1
9. Case study – 2

**Design based Problems (DP)/Open Ended Problem:** None

**Major Equipment:** None

**List of Open Source Software/learning website:** [www.nptel.ac.in](http://www.nptel.ac.in)

**ACTIVE LEARNING ASSIGNMENTS:** Preparation of power-point slides, which include videos, animations, pictures, graphics for better understanding theory and practical work – The faculty will allocate chapters/ parts of chapters to groups of students so that the entire syllabus to be covered. The power-point slides should be put up on the web-site of the College/ Institute, along with the names of the students of the group, the name of the faculty, Department and College on the first slide. The best three works should submit to GTU.