

Lecture Plan 1

Semester:-V

Class:- ECS

Course Code:- HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-I

S. No.	Topic :-Organizational Behaviour	Time Allotted:-
1.	Introduction –General introduction to the subject.	10 min
2	Division of the Topic General introduction. Definitions of Organisational Behaviour Goals of Organisational Behaviour	25 min
3.	Conclusion Summary of the lecture in order to derive the most appropriate definition of Organisational Behaviour	10 min
4	Question / Answer 1. What do you understand by Organisational Behaviour? 2. Explain Goals of Organizational Behaviour?	5 min

Assignment to be given: - Explain Goals of Organizational Behaviour

Reference Readings: - Organisational Behaviour: Dr. L.M. Prasad (Sultan Chand & Sons)

Lecture Plan 2Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT.Unit:-1

S. No.	Topic: - Organizational Behaviour	Time Allotted:-
1.	Introduction Revision of definition of Organizational Behaviour	5 min
2	Division of the Topic 1. Key forces affecting Organizational Behavior.	25 min
3.	Conclusion Summary of the lecture in order to understand key forces that affect Organizational Behavior	15 min
4	Question / Answer 1. What do you understand by Organisational Behaviour? Explain Various forces that affect Organisational Behaviour	5min

Assignment to be given:- What do you understand by Organisational Behaviour? Explain Various forces that affect Organisational Behaviour

Reference & Readings:

1. Organisational Behaviour: Dr. L.M. Prasad (Sultan Chand & Sons)

Lecture Plan 3Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:- HUMAN RESOURCE MANAGEMENT.Unit:-1

S. No.	Topic: - Organizational Behaviour	Time Allotted:-
1.	Introduction Revision of What do you understand by Organizational Behaviour	10 min
2	Division of the Topic 1. Fundamental Concepts of Organizational Behavior	20 min
3.	Conclusion Concluding about importance of organizational Behaviour.	10 min
4	Question / Answer 1. What are the various fundamental concepts which affect the behavior of organization?	10 min

Assignment to be given:- What are the various fundamental concepts which affect the behavior of organization?

Reference Readings:- Organisational Behaviour: Dr. L.M. Prasad (Sultan Chand & Sons)

Lecture Plan 4

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-1

S. No.	Topic: - Motivation	Time Allotted:-
1.	Introduction Meaning of Motivation.	20 min
2	Division of the Topic 1. Defination of Motivation. 2. Objectives of Motivation. 3. Importance of motivation	25 min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer 1. What do you understand by Motivation?	5min

Assignment to be given:-NIL

Reference Readings:-

1. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd.
2. Personnel Management : C.B. Mamoria, Himalaya Publishing House.

Lecture Plan 5Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT..Unit:-1

S. No.	Topic :-Motivation	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5 min
2	Division of the Topic Theories of Motivation 1. Maslow's theory, 2. Mc Greger's Theory Herzberg's theory.	35min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer 1. Explain Maslow Theory of Motivation.	5min

Assignment to be given:- Explain Maslow Theory of Motivation.

1. Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd.
2. Personnel Management : C.B. Mamoria, Himalaya Publishing House.

Lecture Plan- 6Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT..Unit:-1

S. No.	Topic :- Morale	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5 min
2	Division of the Topic <ul style="list-style-type: none"> • Meaning: Morale • Factors affecting morale. 	30 min
3.	Conclusion Summarizing the lecture	10min
4	Question / Answer 1. Define Morale. What are the various factors that affect the morale of employees?	5 min

Assignment to be given : NIL

Reference Readings:-

1. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd.

Lecture Plan 7

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-1

S. No.	Topic :-Morale	Time Allotted:-
1.	Introduction Revision of introduction to Morale	10min
2	Division of the Topic <ul style="list-style-type: none">• Types of morale• Relation B/w Productivity & Morale of employees	25min
3.	Conclusion Summary of the lecture	5min
4	Question / Answer 1. Explain relationship between productivity of organization and morale of Employees.	5 min

Assignment to be given : Explain relationship between productivity of organization and morale of Employees

Reference Readings:-

1. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd.

Lecture Plan 8Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT..Unit:-1

S. No.	Topic :- -Morale	Time Allotted:-
1.	Introduction Revision of Previous Lecture	10 min
2	Division of the Topic 1. Evaluation of morale, 2. Improving morale	25 min
3.	Conclusion Discussion about importance of Morale to organisation	10 min
4	Question / Answer 1. Explain methods used to evaluate morale of employees. How can we raise the morale of existing employees of the organization?	5min

Assignment to be given :

1. Explain methods used to evaluate morale of employees. How can we raise the morale of existing employees of the organization?

Reference Readings:-

Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 9

Semester:-III

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:- 2

S. No.	Topic :- Communication	Time Allotted:-
1.	Introduction What is Communication?	20 min
2	Division of the Topic 1. Defination : Communication 2. Process of Communication	20 min
3.	Conclusion Summarizing the lecture.	10 min
4	Question / Answer 1. Explain the process of Communication in organizations	5 min

Assignment to be given : Nil

Reference Readings:-

1. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Doc. No.: DCE/0/03
Revision :01

Lecture Plan 10

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT..

Unit:-2

S. No.	Topic :- Communication	Time Allotted:-
1.	Introduction Revision of Previous Lecture.	5 min
2	Division of the Topic 1. Barriers to Communication	35 min
3.	Conclusion Concluding the lecture with emphasis on Communication	10 min
4	Question / Answer 1. Explain barriers to Communication	5min

Assignment to be given : Explain barriers to Communication

Reference Readings:-

1. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Doc. No.: DCE/0/03
Revision :01

Lecture Plan 11

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT..

Unit:-2

S. No.	Topic :-Communication	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5min
2	Division of the Topic 1. Importance of Effective Communication	25min
3.	Conclusion Summary of the lecture	5min
4	Question / Answer 1. Explain the importance of Effective Communication to the organization	5min

Assignment to be given:-Nil

Reference Readings:-

1. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 12Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT..Unit:-2

S. No.	Topic :- Leadership	Time Allotted:-
1.	Introduction Introduction to Leadership	5 min
2	Division of the Topic 1. Definition of Leadership 2. Difference between leader and Manager	30 min
3.	Conclusion Concluding the lecture	5 min
4	Question / Answer 1. Define Leadership. Explain difference between Leader and Manager.	2 min

Assignment to be given:-NILReference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 13

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT..

Unit:-2

S. No.	Topic :-Leadership	Time Allotted:-
1.	Introduction Discussion about previous lecture	5 min
2	Division of the Topic 1.Nature of Leadership 2. Importance of Leadership	25 min
3.	Conclusion Summary of the lecture.	5 min
4	Question / Answer 1. Explain the importance of Leadership.	5 min

Assignment to be given:- Explain the importance of Leadership.

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 14

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-2

S. No.	Topic :-PERSONNEL MGMT.	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5 min
2	Division of the Topic 1. Approaches to leadership	25 min
3.	Conclusion Summary of the lecture.	5 min
4	Question / Answer 1. Explain approaches to leadership.	5 min

Assignment to be given:- Explain approaches to leadership.

Reference Readings:-. Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 15

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-2

S. No.	Topic :-Leadership	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5 min
2	Division of the Topic 1. Styles of Leadership	35 min
3.	Conclusion Summary of the lecture.	5 min.
4	Question / Answer 1. Explain various styles of leadership.	5 min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 16

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT

Unit:-3

S. No.	Topic :-Human Resource Management	Time Allotted:-
1.	Introduction 1. What do you understand by Human Resources	5 min
2	Division of the Topic 1. Importance of human resources	25 min
3.	Conclusion Summarizing the lecture.	5 min.
4	Question / Answer 1. What do you understand by Human resources? Explain the importance of Human resources to the organization	5 min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 17

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-3

S. No.	Topic :- Human Resource Management	Time Allotted:-
1.	Introduction 1. Introduction to Human Resource Management	<u>5min</u>
2	Division of the Topic Definition of HRM	35 min
3.	Conclusion Summary of the lecture.	5 min.
4	Question / Answer 1. Explain need of Human Resource Management.	5 min

Assignment to be given:- NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 18Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT.Unit:-3

S. No.	Topic :- Human Resource Management	Time Allotted:-
1.	Introduction Revision of Previous Lecture	10 min
2	Division of the Topic 1. mechanical approach towards personnel 2. Paternalism 3. Social system approach	25min
3.	Conclusion Summary of the lecture.	5 min
4	Question / Answer Explain various approaches to Human Resource Management.	5 min.

Assignment to be given:- Explain various approaches to Human Resource ManagementReference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 19

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-3

S. No.	Topic :- Human Resource Management	Time Allotted:-
1.	Introduction Revision of the previous lecture. Introduction to planning	10min
2	Division of the Topic 1. Need for human resource planning 2. Process of human resource planning	30min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer Explain the process of Human resource Planning	5min

Assignment to be given:- Explain the process of Human resource Planning

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 20

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT

Unit:-3

S. No.	Topic :- Human Resource Management	Time Allotted:-
1.	Introduction Revision of the previous lecture. Introduction to Recruitment	5min
2	Division of the Topic 1. Definition: Recruitment 2. Methods of Recruitment	25min
3.	Conclusion Summary of the lecture	5min
4	Question / Answer 1. Explain various methods of recruitment used by organization.	5min

Assignment to be given:- Explain various methods of recruitment used by organization.

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 21

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-3

S. No.	Topic :- Human Resource Management	Time Allotted:-
1.	Introduction Revision of the previous lecture. Introduction to Psychological tests	5 min
2	Division of the Topic 1. Various types of Interviews 2. Techniques of Induction	25min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer Explain various techniques of Induction	5min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 22

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT

Unit:-3

S. No.	Topic :-Training & Development	Time Allotted:-
1.	Introduction Introduction to Training	10 min
2	Division of the Topic Concept of Training Concept of development Importance of Training & Development	30min
3.	Conclusion Summary of the lecture.	10min
4	Question / Answer What do you understand by Training & Development? Explain concept behind training of Employees.	5min

Assignment to be given:- What do you understand by Training & Development? Explain concept behind training of Employees.

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 23Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT.Unit:-4

S. No.	Topic :- Training & Development	Time Allotted:-
1.	Introduction General discussion on Training & Development	5min
2	Division of the Topic 1. Importance of Training and Development	25min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer Explain Importance of imparting training to employees	5min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 24

Semester:V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-3

S. No.	Topic :- Management Development	Time Allotted:-
1.	Introduction Revision of previous lecture.	5min
2	Division of the Topic 1. Nature of Management Development 2. Purpose of Management Development	25min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer 1. Explain Nature of Management Development	5min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 25Semester:VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT.Unit:-3

S. No.	Topic :-Management Development	Time Allotted:-
1.	Introduction Revision of previous lecture.	5min
2	Division of the Topic 1. Methods of Management Development	30 min.
3.	Conclusion Summary of the lecture.	5 min
4	Question / Answer 1. Explain various methods of Management Development.	5 min

Assignment to be given:- Explain various methods of Management Development.

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 26

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT

Unit:-4

S. No.	Topic :-Compensation	Time Allotted:-
1.	Introduction What is Compensation	10 min
2	Division of the Topic 1. What is Compensation 2. Factors affecting Compensation	25min
3.	Conclusion Summary of the lecture.	5min
4	Question / answer Explain various factors that affect Compensation	5min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 27

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-4

S. No.	Topic :-Compensation	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5min
2	Division of the Topic 1. Methods of Wage Payment	25min
3.	Conclusion Summary of the lecture.	10min
4	Question / Answer Explain various methods of Wage Payment	5min

Assignment to be given:-NIL

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 28

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT

Unit:-4

S. No.	Topic :-Compensation	Time Allotted:-
1.	Introduction Revision of Previous Lecture	10min
2	Division of the Topic 1. Meaning of Wage differentials 2. Causes of differences in wages	25min
3.	Conclusion Summary of the lecture	5 min
4	Question / Answer 1. Explain causes behind differences in wages of Employees.	5min

Assignment to be given:- Explain causes behind differences in wages of Employees.

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 29Semester:-VClass:- ECSCourse Code:-HUM-453-FSubject:-HUMAN RESOURCE MANAGEMENT.Unit:-4

S. No.	Topic :- Compensation	Time Allotted:-
1.	Introduction Revision of the previous lecture.	5min
2	Division of the Topic Types Of Wage Differentials Wage Incentives	30min
3.	Conclusion Summary of the lecture.	5min
4	Question / Answer Explain different types of Wage Differentials	5min

Assignment to be given:- Explain different types of Wage DifferentialsReference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd

Lecture Plan 30

Semester:-V

Class:- ECS

Course Code:-HUM-453-F

Subject:-HUMAN RESOURCE MANAGEMENT.

Unit:-4

S. No.	Topic :- Compensation	Time Allotted:-
1.	Introduction Revision of the previous lecture. Introduction: Incentive Plans	<u>10min</u>
2	Division of the Topic <ul style="list-style-type: none">• Objectives: Incentive Plans• Types: Incentive Plans	<u>30min</u>
3.	Conclusion Summary of the lecture.	<u>5min</u>
4	Question / Answer Explain various types of incentive plans	<u>5min</u>

Assignment to be given:- Explain various types of incentive plans

Reference Readings:- Human Resource and Personnel Management-K. Aswathappa-Tata McGraw Hill Publishing Company Ltd