

# ORGANISATIONAL BEHAVIOUR AND HUMAN RESOURCE MANAGEMENT

**Course Code: 19HM1102**

<b>L</b>	<b>T</b>	<b>P</b>	<b>C</b>
<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

## **Course Objective**

To provide an understanding of the basic principles of organisational behaviour so as to acquaint the students with managerial skills and the required inputs with reference to human resource management.

## **Course Outcomes**

- CO1:** To define and explain the basic concepts of organizational behaviour and motivation.
- CO2:** To explain the essential concepts of organisational conflicts, resolution of conflicts through negotiation, change management and organisational development.
- CO3:** To familiarize the various aspects of HR, to deal effectively with people resourcing and talent management and HR functions in an organization.
- CO4:** To understand the concepts of HRD, its role and importance in the success of organization.
- CO5:** To develop an understanding towards compensation management and industrial relations.

## **UNIT-I: Introduction to Organisational Behaviour (10 Lectures)**

Meaning and scope of organisational behaviour - Challenges and Opportunities – Foundations of Individual behaviour, Motivation - Theories (Maslow, ERG, Douglas McGregor two-factor theory), Group dynamics, Leaderships styles

**Learning Outcomes:** At the end of this unit students will be able to:

- Define Organizational behaviour (L1)
- Understand and define organisational behaviour (L2)
- Understand the factors that influence individual behaviour (L2)
- Explain the importance and theories of Motivation (L2)

## **UNIT-II: Organisational Conflict and Change (10 Lectures)**

Organizational Conflict - causes and consequences - conflict and negotiation, Organizational change, change management process, resistance to change, flexibility and crisis management – Organisational Development – concept and significance

**Learning Outcomes:** At the end of this unit students will be able to:

- Understand and analyse the dynamics of organisational conflict (L2)
- Analyse the significance and process of change management in organisations (L4)
- Understand the significance of organisational development (L2)

## **UNIT-III: Introduction to Human Resource Management (10 Lectures)**

HRM: Meaning, definition and functions. Job Analysis, Job Design, Human Resource Planning - Recruitment and Selection - Sources of Recruitment - Selection process, Placement and Induction

**Learning Outcomes:** At the end of this unit students will be able to:

- Understand and assimilate the principles and functions of HRM (L2)
- Understand the importance of Human Resource planning and its process (L2)
- Explain the different sources of recruitment (L2)
- Analyse the process of selection (L4)

#### **UNIT-IV: Human Resource Development**

**(10 Lectures)**

Introduction to Human Resource Development: Concepts - Training and Development - methods of training, importance of Performance Appraisal, traditional and modern methods of performance appraisal, Job Evaluation - methods of Job Evaluation, Wage and Salary Administration

**Learning Outcomes:** At the end of this unit students will be able to:

- Outline the importance of Human Resource Development (L4)
- Explain the various types of Training methods (L2)
- Differentiate between traditional and modern methods of performance appraisal (L4)
- Understand the importance of wage and salary administration (L2)

#### **UNIT-V: Compensation Management, Industrial Relations and Emerging HR Practices**

**(10 Lectures)**

Compensation – Concepts and Principles, Influencing Factors, Emerging Trends in Compensation – Methods of Payment – Incentives and Rewards, Managing Industrial Relations – Emerging trends and practices in human resource management

**Learning Outcomes:** At the end of this unit students will be able to:

- Understand the concept and principles of compensation management (L2)
- Examine the emerging trends in compensation management (L2)
- Understand the concept of industrial relations (L2)
- Explain the Emerging trends and practices in human resource management (L2)

#### **TEXT BOOKS**

1. K. Aswathappa, Organizational Behaviour, 12th edition, Himalaya, 2016
2. Edwin B. Flippo, Personnel Management, 6th edition, TMH, 2013
3. P. Subba Rao, Management & Organizational Behavior, 2nd edition, Himalaya, 2014
4. C.B. Mamoria & VSP Rao, Personnel Management, 20th edition, Himalaya, 2015
5. Stephen P. Robins, Organisational Behaviour, 11th edition, PHI Learning / Pearson Education, 2008

#### **REFERENCES**

1. Rustom S. Davar, Personnel Management & Industrial Relations, 10th edition, Vikas Publishers, 2009
2. K. Venkataratnam, Human Resource Management, 1st edition, Seven hills Book Publications, 2011
3. K. Aswathappa, Human Resource & Management, 6th edition, Tata McGraw Hill, 2010
4. Mc Shane & Von Glinov, Organisational Behaviour, 4th edition, Tata Mc Graw Hill, 2007