

### **503.HUMAN RESOURCE MANAGEMENT**

1. Human Resource Management: Meaning, Definition, Nature, Importance, Scope and Concept of HRM.
2. Human Resource Planning: Concept of HRP, Process of HRP, HR Forecasting, Job Analysis, Job Description and Job Specification.
3. HRM Mechanism: Basic Concepts of Recruitment, Selection, Induction, Training & Development.
4. Emerging HRM Dimensions: - HRM Practices in India in Competitive era with latest Trends. International HRM-Meaning & Concept Approaches to International HRM.
5. Challenges of HRMN, Impact of Technology, Innovation & R&D on HRM, Global Practices and Bench Marking of HRMN Strategies.

#### **Suggested Readings:**

1. ArunMonappa&Sayadin- pers. Mgt.-Tat McGraw.
2. Dessler-HRM-EEE, Prentice Hall.
3. E.B. Flippo-Personnel Management-Tat McGraw.
4. P.L. Rao-International Human Resource.
5. Pates Dowling, Watch & Schuller0International HRM-South Western College Pub. Cinechinati.
6. Pattanaik-HRM-Himalay.
7. T.N. Chabra-HRM-DhanpatRai& Co.