

## Lesson Plan Winter 2022-23

<b>Semester: 3rd</b>
<b>Subject : TH 2- HUMAN RESOURCE MANAGEMENT</b>
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Sl No	Title of the chapter	week/month	Class Day	Topic to be covered
1	<b>Unit I: Human Resource Management</b>	SEP/3RD WEEK	1st	1.1 Concept, Functions and role
2			2nd	1.1 Concept, Functions and role
3		SEP/4TH WEEK	1st	1.2 Status and competencies of HR Manager
4			2nd	1.2 Status and competencies of HR Manager
5			3rd	1.3 HR Policies, Evolution of HRM
6			4th	1.3 HR Policies, Evolution of HRM
7			5th	1.4 Emerging Challenges of HRM
8		SEP/5TH WEEK	1st	1.4 Emerging Challenges of HRM
9			2nd	1.5 Working diversity, empowerment, Downsizing
10			3rd	1.5 Working diversity, empowerment, Downsizing

11	<b>Unit II: Acquisition of Human Resource</b>	OCT/2ND WEEK	4th	1.6 VRS, Human Resource Information System
12			1st	1.6 VRS, Human Resource Information System
13			2nd	2.1 Human Resource Planning- Quantitative and Qualitative dimensions
14			3rd	2.1 Human Resource Planning- Quantitative and Qualitative dimensions
15			4th	2.1 Human Resource Planning- Quantitative dimensions
16			5th	2.1 Human Resource Planning- Quantitative dimensions
17		OCT/3RD WEEK	1st	2.1 Human Resource Planning- Qualitative dimensions
18			2nd	2.1 Human Resource Planning- Qualitative dimensions
19			3rd	2.2 Job analysis – job description
20			4th	2.2 Job analysis – job description
21			5th	2.2 Job analysis – job specification
22		OCT/4TH WEEK	1st	2.2 Job analysis – job specification
23			2nd	2.3 Recruitment – Concept
24			3rd	2.3 Recruitment – Concept
25			4th	2.3 Recruitment – sources
26			1st	2.4 Selection – process

27	<b>Unit III: Training and Development</b>	NOV/1ST WEEK	2nd	2.4 Selection – test and interview
28			3rd	2.4 Selection – placement induction
29			4th	3.1 Concept and Importance
30		NOV/2ND WEEK	1st	3.2 Identifying Training and Development needs
31			2nd	3.3 Designing Training Programmes
32			3rd	Types of Trainings
33			4th	3.4 Role Specific and Competency Based Training
34			5th	3.4 Role Specific and Competency Based Training
35			NOV/3RD WEEK	1st
36		2nd		3.6 Training Process Outsourcing
37		3rd		3.7 Management Development
38		4th		Career Development
39		5th		Revision of unit III
40		NOV/4TH WEEK	1st	4.1 Nature and Objectives
41			2nd	4.2 Modern Techniques of Performance Appraisal
42			3rd	4.2 Modern Techniques of Performance Appraisal
43			4th	4.3 Potential Appraisal

44	Unit IV: Performance Appraisal	DEC/1ST WEEK	5th	4.3 Employee counselling
45			1st	4.4 Job Changes – Transfe
46			2nd	4.4 Promotions
47			3rd	4.5 Compensation: Concept
48			4th	4.5 Compensation: Policies
49			5th	4.5 Job Evaluation
50		DEC/2ND WEEK	1st	4.6 Methods of Wage Payments , piece rate system,time rate system
51			2nd	4.6 Incentive plan
52			3rd	Advantages and disadvantages of the wage methods
53			4th	4.7 Fringe Benefits
54			5th	Performance Linked Compensation.
55			DEC/3RD WEEK	1st
56		2nd		5.1 Employee Health and Safety
57		3rd		Employee Welfare
58	4th	Social Security		
59	5th	5.2 Employer Employee Relations – An Overview		
60	Unit V: Maintenance	DEC/4TH WEEK	1st	5.3 Grievance Handling
61			2nd	5.3 Redressal Industrial Disputes
62			3rd	Redressal Industrial Disputes Causes,Settlement Machinery
63			4th	Revision of Unit V

