

**GUJARAT TECHNOLOGICAL UNIVERSITY, AHMEDABAD, GUJARAT****COURSE CURRICULUM**

**Course Title: HUMAN RESOURCE MANAGEMENT  
(Code: 3330001)**

<b>Diploma Programme in which this course is offered</b>	<b>Semester in which offered</b>
<b>Mechanical</b>	<b>Third</b>

**1. RATIONALE:**

Human relation and interpersonal skills are very crucial for effective performance of supervisor in present managerial and economical environment. In the present era of globalisation, human resource is considered as dynamic asset which in turn contributes for technological and social excellence.

This course aims at developing intra-personal, inter-personal and social competencies in the polytechnic students so as to enable them to perform their future role of supervisor effectively.

**2. COMPETENCY**

- Use techniques to deal with people effectively in the direction of organizational goals.
- Maintain values, positive attitude and interpersonal relations.
- Take quality work from their subordinate staff.

**3. TEACHING AND EXAMINATION SCHEME**

Teaching Scheme (In Hours)			Total Credits (L+T+P)	Examination Scheme				Total Marks
				Theory Marks		Practical Marks		
L	T	P	C	ESE	PA	ESE	PA	100
2	0	0	2	70	30	0	0	

**Legends:** L -Lecture; T -Tutorial/Teacher Guided Student Activity; P -Practical; C - Credit; ESE-End Semester Examination; PA -Progressive Assessment

**Note:** It is the responsibility of the institute heads that marks for **PA of theory & ESE and PA of practical** for each student are entered online into the GTU Portal at the end of each semester within the dates specified by GTU.

#### 4. COURSE DETAILS

Unit	Major Learning Outcomes	Topics and Sub-topics
<b>Unit I</b> <b>Introduction</b>	1a. Appreciate importance of human resource	1.1 Need and scope of human resource management in industrial environment. 1.2 Impact of human factors on productivity and industrial harmony. 1.3 Importance of providing time to time suitable training to the man power. 1.4 Role model for a good supervisor.
<b>Unit II</b> <b>Human needs, relations and values</b>	2a. Identify human motivations.	2.1 Importance of human resources in Indian philosophy. 2.2 x and y theory. 2.3 Maslow's hierarchy, its importance in managing human resources.
	2b. Appreciate values and ethics for relationships.	2.4 Need of human relations and human values in the industry, inter department and intra department. 2.5 Good relations with the suppliers and clients. 2.6 Desirable human values and their importance including ethics and morale values.
<b>Unit III</b> <b>Behavioural dynamics</b>	3a. Analyse self for interpersonal behaviour.	3.1 Need for interpersonal competence. 3.2 Determinants of interpersonal behaviour. 3.3 Concept of interpersonal orientation and attractions and its importance in human behaviour.
	3b. Develop team spirit and positive attitude.	3.4 Concept of group dynamics. 3.5 Dynamics of group formation. 3.6 Types of groups. 3.7 Role of group in organization. 3.8 Desirable characteristics of group member. 3.9 Concept & importance of positive attitude and openness of mind. 3.10 Do's and don'ts for developing positive attitude. 3.11 Importance of mental health.
<b>Unit IV</b> <b>Leadership Development</b>	4a. Develop leadership qualities. 4b. Develop subordinates by motivations & training. 4c. Develop decision making ability.	4.1 Various definitions. 4.2 Situational approach to leadership. 4.3 Quality of a good leader. 4.4 Power influence and compliance. 4.5 Influence of Leadership. 4.6 Techniques to deal people effectively. - case studies. 4.7 Importance of resource management (time, information, etc.) 4.8 Need, importance & types of Training. 4.9 Need and importance of Motivations. 4.10 Supervisor's role as Facilitator & Motivator.

Unit	Major Learning Outcomes	Topics and Sub-topics
		4.11 Need, importance and use of Counselling and Mentoring. 4.12 Importance of problem solving and decision making in context of productivity, quality, cost consciousness, human relations and goal achievement. 4.13 Factors affecting decision making. 4.14 Types and process of decision making. 4.15 Make the decisions for given case/situation. - case studies.
<b>Unit V</b> <b>Change and stress management.</b>	5a. Identify need and barriers of change. 5b. Suggest strategies for any change. 5c. Manage resolution of conflicts.	5.1 Need for change. 5.2 Barrier to change. 5.3 Strategies to manage change.(Effective implementation and management of change). - case studies. 5.4 Trade unions and their objectives. 5.5 Constructive role of trade unions in goal setting, achievement and change management. 5.6 Causes and resolution techniques of conflicts - case studies. .
	5b. Identify causes of stress. 5c.Develop the ability to manage stress.	5.7 Concept of stress. 5.8 Causes of stress. 5.9 Stress measuring techniques. 5.10 Need for relieving stress. 5.11 Techniques to manage the stress- case studies.

### 5. SUGGESTED SPECIFICATION TABLE WITH HOURS & MARKS(THEORY)

Unit	Unit Title	Teaching Hours	Distribution of Theory Marks			
			R Level	U Level	A Level	Total Marks
I	Introduction	02	02	03	00	05
II	Human needs, relations and values	04	05	05	00	10
III	Behavioural dynamics	08	06	07	07	20
IV	Leadership Development	08	05	05	10	20
V	Change and stress management.	06	02	08	05	15
		<b>28</b>	<b>19</b>	<b>26</b>	<b>25</b>	<b>70</b>

**6. SUGGESTED LIST OF STUDENT ACTIVITIES**

Sr. No.	Unit	Activity Detail	Activity Purpose
1	IV	Case Study	To make students aware of the Techniques to deal different types of people effectively
2	IV	Case Study	How to make fast decisions for given case/situation
3	V	Case Study	To learn effective implementation and management of change
4	V	Case Study	To know the causes of conflicts and to find out the resolution techniques of conflicts
5	V	Case Study	To know the techniques to manage the stress
6	III	Group Discussion	Group discussion on various subjects to develop self confidence and openness of the thoughts
7	IV	Role Playing	Role playing by the students of different people in different situation to develop the ability to manage stress.
8	IV	Visit of college administration dept.	To know how admn. People manages stress in peak hours
9	IV	Visit of college Work Shop	To know how work shop instructor manages stress in peak hours
10	IV	Visit of college Account section	To know how account staff manages stress in peak hours
11	IV	Visit of college Canteen	To know how canteen staff manages stress in peak hours

**7.SUGGESTED LEARNING RESOURCES****(A) List of Books:**

Sr. No.	Title of Books	Author	Publication
1.			
2.			
3.			
4.			
6.			
7.			
8.			
9.			

**(B) List of Software/Learning Websites****8. COURSE CURRICULUM DEVELOPMENT COMMITTEE****Faculty Members from Polytechnics**

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**Coordinator and Faculty Members from NITTTR Bhopal**