

MS-2 : MANAGEMENT OF HUMAN RESOURCES

BLOCK UNIT NOs.	UNIT TITLE
I	HUMAN RESOURCE MANAGEMENT: CONTEXT, CONCEPT AND BOUNDARIES
1	The Changing Social Context and Emerging Issues
2	The Concept and Functions of Human Resource Management
3	Structuring Human Resource Management
II	GETTING HUMAN RESOURCE
4	Job Analysis and Job Design
5	Human Resource Planning
6	Attracting the Talent: Recruitment, Selection, Outsourcing
7	Socialisation, Mobility and Separation
III	PERFORMANCE MANAGEMENT AND POTENTIAL ASSESSMENT
8	Competency Mapping
9	Performance Planning and Review
10	Potential Appraisal, Assessment Centres and Career and Succession Planning
11	HR Measurement and Audit
IV	HUMAN RESOURCE DEVELOPMENT
12	Human Resource Development System
13	Training
14	Mentoring and Performance Coaching
15	Building Roles and Teams
V	COMPENSATION AND REWARD MANAGEMENT
16	Laws Covering Wages, Welfare and Benefits
17	Compensation Strategy, Structure, Composition
18	Reward Management
VI	EMPLOYER-EMPLOYEE RELATIONS
19	Regulatory Mechanisms in Industrial Relations
20	Dealing with Unions and Associations
21	Industrial Democracy
22	Grievance Handling and Discipline