

Subject Code: 1MS3010574	Subject Title: Human Resource Planning
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1. Course Objectives and Outline:

- To understand planning at the level of Human resource.
- To understand significance of Human Resource Information System.
- To enable students for Career planning and development.

2. Teaching Scheme (Hours per week)

Lecture (Hrs.)	Tutorial	Practical	Credit	Evaluation Scheme (Marks)		Total
				University Assessment	Internal Assessment	
4	-	-	4	60 Marks	40 Marks	100 Marks

3. Syllabus

Module No.	Contents	Total Hours	Weight
1	Concept and Objectives of HRP, Types of HR plan, Factors affecting HRP, Approaches-Social Demand Approach, Rate of Return Approach and Manpower Requirement Approach, Evolution and growth of HRP, Qualitative and Quantitative Dimensions of HRP, Labour Market Behavior and its impact on HRP	12	25%
2	Human Resource Information System: Concept, Objectives of HRIS, Types of information, sources of information, Method of data collection, Procedure of maintaining HRIS at macro and micro level	12	25%
3	Human Resource Planning Process: Forecast and Projection, types of HR forecasts, Methods of HR demand forecasting at macro and micro level. Supply forecasting- Wastage analysis, Age population balance, Pattern of internal movements of employees in the organization	12	25%
4	Career planning Succession Planning: concept, objectives and process, Career planning and development, Stages of Career, Early Career and Mid-career crisis and its management. Human Resources Audit: Scope, Characteristics and Process of HR audit, Human Resource Accounting	12	25%

4. Course Pedagogy

The pedagogy of the subject involves Lectures, Case Discussions, Assignments on various pay practices in corporate.

5. Suggested Readings

a. Books

- 1 Human Resource Planning by D K Bhattacharyya, Excel Books India
- 2 Human Resource Planning And Human Resource Auditing by Arun Sekhri, Himalaya Publishing House
- 3 Strategic human resource planning by Vivek Paranjpe, Allied Publishers
- 4 Strategic Human Resource Management: An Indian Perspective by Anuradha Sharma & Aradhana Khandekar, Sage Publishing

b. Journals/Magazines

- Asia Pacific Journal of Human Resource Management by Elsevier
- Human Resource Management journal by Wiley
- The International Journal of Human Resource Management by Taylor & Francis
- The Human Resource Management Review (HRMR) by Elsevier

6. Evaluation Scheme

Sr. No.	Component	Weight
1	University Examination	60%
2	Internal Assessment -Depending on the need and objectives of the subject, internal assessment should include minimum three of the following sub-components; <i>Class Test, Quiz, Assignments, Class Participation, Projects, Team/Individual Assignments.</i> -The weightage of a sub-component should not exceed 50% of internal assessment component weight. - The bifurcation of sub-components shall be communicated by the instructor before commencement of the academic sessions.	40%