

Department of Public Administration & HRM
Kakatiya University, Warangal

Syllabus w.e.f. 2017-2018

B.A Human Resource Management
I YEAR

Semester – I

PAPER-I: MANAGEMENT

Unit – 1: Basics of Management

- i. Meaning and Importance of Management
- ii. Evolution of Management
- iii. Principles and Functions of Management

Unit – 2: Approaches to HRM

- i. Behavioral Approach, Herbert A Simon
- ii. Human Relations Approach Elton Mayo
- iii. Management Science Approach
- iv. Systems Approach to Management Process

Unit – 3: Management and Society

- i. Concept of Corporate Social Responsibility
- ii. Business Management and Professional Ethics
- iii. Challenges of HR Professionals

Unit – 4: The Process of Management - I

- i. Strategic Planning.
- ii. Decision Making
- iii. Management by Objectives (MBO)

Unit – 5: The Process of Management - II

- i. Leadership and Control
- ii. Decentralization
- iii. Restructuring and Reinventing

Suggested Readings:

1. Koontz and Heinz Wehrich, Essentials of Management, Penguin Books, New Delhi, 2006 (Reprint).
2. Sherlekar, S.A., Management, Himalaya Publishing House, Mumbai.
3. Tripathy, P.C. and P.N.P. Reddy, Management, Tata McGraw Hill, New Delhi, 2007 (3rd Edition).
4. Robbins Stephen, P. and Mary Coulter, Management, Pearson Education Ltd., New Delhi.
5. Stoner, James A.F. Freeman “Management” Pearson Education