

**KAKATIYA UNIVERSITY**  
**U.G. Human Resource Management (Under CBCS)**  
**B.A. Final Year**  
**Semester - V**

**PAPER – V: INDUSTRIAL RELATIONS**

**Unit – 1: Introduction to industrial Relations:**

- i. Industrial Relations: concept, Models, and its Evolution
- ii. Objectives and Importance of Industrial relations
- iii. Approaches to Industrial Relations

**Unit – 2: Grievance Management**

- i. Meaning and causes of grievance
- ii. The need for a Grievance Procedure
- iii. Grievance management in industry

**Unit – 3: Managerial and Employers Associations in India**

- i. Meaning and objectives of employers associations
- ii. The Origin and Growth of Employers Associations
- iii. The Structure, Finances, Memberships, Activities and Services of Organizations
- iv. Future Challenges

**Unit – 4: Industrial conflicts**

- i. Meaning, definition and features of industrial conflicts
- ii. Causes of industrial conflicts
- iii. Prevention of industrial conflicts

**Unit – 5: Labour – Management Conflicts**

- i. Importance of Labour Management
- ii. Trends, Causes, Manifestations and Impact
- iii. Settlement Machinery – Conciliation, Arbitration and Adjudication

**Suggested Readings:**

1. Sarma AM, “Industrial Relations” Himalaya Publication
2. CS Venkataratnam, “Industrial Relations” Oxford Publishers, New Delhi
3. Dr P.Subba Rap “Essentials of Human Resource Management and Industrial Relations” Himalaya Publishing House, New Delhi
4. Sinha PRN Et al “Industrial Relations, Trade Unions and Legislation”, Pearson Education
5. Singh B.D. “Industrial Relations emerging Paradigms”, Excel Books, New Delhi

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(Discipline Specific Elective)

**(A) INFORMATION TECHNOLOGY**

**Unit – 1: Introduction**

- i. IT Evolution and Significance
- ii. National Policy on IT 2012 and National Cyber Security Policy - 2013
- iii. Human Factors and Information Technology

**Unit – 2: Introduction and IT**

- i. Importance of Computers
- ii. Hardware and Software
- iii. Input – Output Device and Storage Device

**Unit – 3: Computer Networks – Internet Concepts**

- i. Introduction to Database, Types of Database,
- ii. Components of Database
- iii. Range of Database and Costs and Risks of Database

**Unit – 4: Information Technology and Administration**

- i. IT Techniques in Administration
- ii. Capacity building for IT
- iii. E-governance, opportunities and challenges

**Unit – 5: E-HRM**

- i. Technology, Social Progress and Empowerment
- ii. Implementation of E-HRM
- iii. Aspects of E-HRM

**Suggested Readings:**

1. Dharminder kumar and sangeeta gupta, Management Information System
2. Ashok Arora and Akshaya Bhatia Management Information System
3. Jawadekar, W.S Management Information System, Tata Mc Graw hill
4. Pandey, US, Rahul Srivatsava & Saurabh Shukla, E-Commerce and its Applications, 2007
5. Subba Rao P., Essentials of Human Resource Management and Industrial Relations, Himalaya Publishing, Mumbai.

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**(B) EMPLOYEE WELFARE**

**Unit – 1: Labour Welfare:**

- i. Concept, Scope and Objectives
- ii. Philosophy of Labour Welfare
- iii. Agencies of Labour Welfare – State Trade Union & Voluntary Agencies

**Unit – 2: Evolution of Labour Welfare Policy**

- i. Industrialization and rise of labour problems
- ii. Characteristics of Indian labour force
- iii. Evolution of labour welfare policies

**Unit – 3: Labour Welfare Programmes:**

- i. Statutory – Non – Statutory, Canteen, Creches, Housing, Washing, Shelter's, Lunch Rooms
- ii. Welfare Officer – Status, Role and Functions
- iii. Voluntary Welfare Measures – Welfare Work by Workers Organization and Employers.

**Unit – 4: Industrial Health & Hygiene:**

- i. Industrial Health, Stationary, Provisions, Hygiene Education, Occupational Disease
- ii. Occupational hazardous, Hygiene Department
- iii. Workers Education – Central Board of Workers Education – Objectives

**Unit – 5: Ethical issues in HRM**

- i. Introduction
- ii. Ethical issues in Employment and HRD
- iii. Ethical issues in wage and salary administration

**Suggested Readings:**

1. Tripathi, P.C. “Labour Welfare and Social Security”, Personnel Management and Industrial Relations”, Sultan Chand & Sons, New Delhi
2. Aswathappa, K. “Human Resource Management”, Tata McGraw Hill Education Private Limited, New Delhi.
3. Dr P.Subba Rao “Essentials of Human Resource Management and Industrial Relations” Himalaya Publishing House, New Delhi
4. Swetha Thiruchanuru “Effectiveness of employee welfare measures with reference to SCCL”, LAP Lambert Academic publishers
5. Madhusudhan Gubbala, Nagaraju Battu “Employee welfare in Industry” LAP Lambert Academic publishers

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**C: ENTREPRENEURSHIP DEVELOPMENT**

**Unit –I: Entrepreneurship:**

1. Introduction-Meaning – Definition of Entrepreneurship –Entrepreneur & Enterprise
2. Entrepreneur: Concept-Functions-Classifications-Characteristics-Nature & Significance
3. Types of Entrepreneur- Entrepreneur Vs Professional Manager

**Unit – II: Entrepreneurial Environment:**

1. 1. Concept of Entrepreneurship-Entrepreneurial Environment
2. Entrepreneurial Opportunities in Indian Environment Scanning-idea Generation – Transformation of ideas into opportunities
3. Market Assessment-Trend Spotting-Creativity and Innovation – Role of Technology-Innovative Process –Selection of the Right Opportunity

**Unit – III: Small and Medium Enterprise:**

1. Small and Medium Entrepreneurship: Concept- Definition-Characteristics-Objectives
2. Relationship between Small and Large Business – Selection of Location-Incentives &Subsidies-Export Possibilities
3. Causes of Industrial Sickness – Remedial Measures –Government Policy and Support

**Unit –IV: Entrepreneur and Financial Institutions:**

1. Role of Consultancy Organization – Role of Financial Institutions
2. Role of Development Financial Institutions
3. Project Financing – Sources of Finance – Business Incubators

**Unit – V: Preparing the Business Plan (BP):**

1. Meaning – Importance of BP – Preparation of BP
2. BP format - Financial aspects of the BP – Marketing aspects of the BP – Human Resource aspects of the BP-Technical aspects of the BP – Social aspects of the BP
3. Common pitfalls to be avoided in preparation of a BP

**Suggested Readings:**

1. Vasantha Desai: Dynamics of Entrepreneurial Development and Management, Himalaya Publishers.
2. C.B.Gupta & N.P.Srinivasan: Entrepreneurship Development in India, Sultana Chand
3. V.Gangadhar, Narasimha chary, G.Naresh Reddy, Rajendar and Amaraveni: Entrepreneurship Development in India, Kalyani Publishers.
4. C.B.Gupta & S.S. Khanka: Entrepreneurships and Small Business Management, Sultan Chand & Sons.
5. Udai pareek and T.V.Rao, Developing Entrepreneurship
6. B.Janakiraman, Rizwana M: Entrepreneurship Development, Excel Books
7. Mark.J.Dollinger: Entrepreneurship – Strategies and Resources, Pearson Edition.
8. A.Sahay, M. S. Chhikara, New Vistas of Entrepreneurship: Challenges & Opportunities

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**U.G. B.A. Final Year (Under CBCS)**

**Semester – V: Generic Elective Paper-I**  
**(FOR ALL SOCIAL SCIENCE FACULTY DEPARTMENTS)**

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**WATER RESOURCES MANAGEMENT**

**UNIT-I**

1. Importance of Natural Resources – Different Types Resources
2. Significance of Water Resources and their uses
3. Conservation of water and recycling of the water – Global distribution of water
4. Water shed programmes and their management
5. Storing the rain water in tanks and recharging ground water.

**Unit-II**

6. Rain water harvesting in rural areas (chekdam, trenches etc.,)
7. Over use of surface and ground water and control measures.
8. Aims, objectives and implementation of Mission Bhagiratha (Telangana Government Drinking water programme )
9. Aims, objectives and implementation of Mission Kakatiya (Telangana Government minor irrigation programme)
10. Issues and challenges in Water Resources Management

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**SEMESTER-V**  
**(Skill Enhancement Course)**

**PAPER: III - TELANGANA HERITAGE AND CULTURE**

Module-I:

Definition of Heritage and Culture: Tangible heritage: Archaeological sites, Art and Architecture- Buddhist heritage, Jain Heritage, Hindu Temple architectural heritage- Role of Government Museums, INTACH in preservation of Heritage Telangana- Kotilingala (Jagityal District), Peddabankur (Peddapalli District), Nelakondapally (Khammam District), Phanigiri (Suryapet District), Kolanupak, Vemulawada (Rajanna Sicilla District), Warangal, -Heritage related Government Departments- Museums.

Module-II:

Intangible Heritage: Religion, Languages, Literature, Telangana Fairs & Festivals-Emergence of composite culture.

**Recommended Books:**

- Gangoly, O.C. *Andhra Sculpture*.  
Gopala Krishna Murthy. S. , . *Jain Vestiges in Andhra*.  
*Telangana History and Culture*: Telugu Academy, Hyderabad.  
Krishna Sastry, V.V., *The Proto and Early Historical Cultures of Andhra Pradesh*.  
Lakshimiranjanam, K., *Spot Lights on Telugu*.  
Nigam. M.L., *Sculptural Art of Andhra*.  
Radhakrishna Sarma, M. : *Temples of Telangana*.  
Ramachandra Murthy, S.S.: *A Study Telugu Place-Names*.  
Ramakantham, S. : *Guide Book to Kolanupaka Site Museum*.  
Venkataramanyya, N., *The Chalukyas of L(V) Vemulavada*.  
Rea, Alexander, *South Indian Buddhist Antiquities*  
Subrhamanyam, B., *Buddhist Monuments in Andhra Pradesh*.  
Jawaharlal Nehru. G., *Jain Vestiges in Andhra*.  
Jitendra Das, D., *The Buddhist Architecture in Andhra*.  
J. Ramanaiah, *History and Culture of Karimnagar District, (A.P.)*.  
Kamal Nathan, K: *Impact of Buddhism on Telugu Society*.

**Telugu:**

- Salaam Hyderabad* (Telangana Navel). Paravastru Lokeswar  
A. Satyanarayana, *Telangana Charithra –Samskruthi Rasta Avatharana Udyamalu*.  
Sunki Reddy Narayana Reddy, *Mungili*.  
S. Narasaiah, *Telivaha Godavari*.  
Sastri, B.N., *Vemulawada Charitra-Sasanamulu*.  
----- *Nallagonda Mandala Sarvvaswamu*.  
Venkateswarlu, P.B., *Bouddha Mahakshetramulu*.