

Department of Public Administration & HRM
Kakatiya University, Warangal
Model Scheme of Instruction and Examination
B.A HUMAN RESOURCE MANAGEMENT (Regular)
Choice Based Credit System (CBCS) Syllabus - w.e.f. 2017-2018

Year	Semester	DSC/GE/ DSE/SEC	Paper	Title	Credits	Hours	Exam Duration	Internal Marks	External Marks	Max. Marks
I	I	DSC	Paper - I	Management	5	5	3 Hrs	20	80	100
	II	DSC	Paper - II	Organizational Behaviour	5	5	3 Hrs	20	80	100
II	III	DSC	Paper-III	Human Resource Management	5	5	3 Hrs	20	80	100
		SEC	Paper - I	Communication Skill in English	2	2	2 Hrs	10	40	50
	IV	DSC	Paper - IV	Compensation Management	5	5	3 Hrs	20	80	100
		SEC	Paper-II	Banking & Insurance	2	2	2 Hrs	10	40	50
III	V	DSC	Paper - V	Industrial Relations	4	4	3 Hrs	20	80	100
		DSE	Paper - I A	Information Technology	4	4	3 Hrs	20	80	100
		DSE	Paper - I B	Employee Welfare						
		DSE	Paper - I C	Entrepreneurship Development						
		GE	Paper - I	Fundamentals of Office Management	5+1	6	3 Hrs	20	80	100
		SEC	Paper-III	Telangana Heritage and Culture	2	2	2 Hrs	10	40	50
	VI	DSC	Paper - VI	Industrial Laws	4	4	3 Hrs	20	80	100
		DSE	Paper - IIA	Social Security Legislation	4	4	3 Hrs	20	80	100
		DSE	Paper - II B	Human Resource Information Systems						
		DSE	Paper - II C	Financial Management						
		GE	Paper - II	Management	5+1	6	3 Hrs	20	80	100
		SEC	Paper - IV	Personality Development & Soft Skills	2	2	2 Hrs	10	40	50

DSC- (Discipline Specific Course), **SEC** -(Skill Enhancement Course) & **DSE** -(Discipline Specific Elective) for Students of HRM.

GE- (Generic Elective) or Inter-Disciplinary Course for Students of Social Sciences other than History (5 Credits + 1 Tutorial).

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Chairperson, BoS Dept of Public Administration & HRM

Department of Public Administration & HRM
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B.A Human Resource Management
I YEAR

Semester – II

Paper-II : Organizational Behaviour

Unit – 1: Introduction

- i. Concept and importance of Organizational behaviour.
- ii. Organizational Behaviour : Relationship with other social sciences.
- iii. Characteristics of Formal, Informal organizations

Unit –2: Models of Organization Behaviour

- i. SOBC Model
- ii. Cognitive Model
- iii. Reinforcement Model and Psychoanalytical model

Unit – 3: Individual Behaviour

- i. Aspects of Individual behavior, personality, perception, attitude and values
- ii. Personality Development, Determinants, Theories of personality
- iii. Stress and Counselling

Unit – 4: Group Behaviour

- i. Group Dynamics, Formation of Groups
- ii. Formal and Informal Groups
- iii. Team Building

Unit – 5: Organizational Development

- i. Importance of organizational development
- ii. Organizational behavior across cultures
- iii. Organizational development and change

Suggested Readings:

1. Keith Davis and New Strom, J.W: Human Behaviour at Work: Organizational Behaviour, New Delhi, McGraw Hill.
2. Fred Luthans, Organizational Behaviour, New Delhi, McGraw Hill
3. Paul Hersey and Keith Blanchard, Management of Organizational Behaviour, New Delhi, Prentice Hall of India Pvt. Ltd.
4. Stephen P. Robbins – Organizational Behaviour; Concepts, Controversies, Applications; New Delhi, Prentice Hall of India Pvt. Ltd.
5. Katz and Khan, Social Psychology and Organization, New Delhi, McGraw Hill.
6. V.S.P. Rao and Narayana: Organizational Theory and Behaviour, New Delhi, Vani Educational Books.
7. M.G. Rao and V.S.P. Rao, Organizational Behaviour; Text and Cases, New Delhi, Konark Publishers.