



## B. J. VANIJYA MAHAVIDYALAYA

(Autonomous)

(Grant-in-Aid)

(Affiliated to Sardar Patel University)

Vallabh Vidyanagar- 388 120, Dist. Anand, Gujarat, India

Accredited with CGPA of 2.78 on four-pointscale at B++Gradeby NAAC

Syllabus as per the NEP 2020 with effect from - December 2025

Bachelor of Business Administration (General)

### Semester – IV

Course Code	UM04MABBA01	Title of the Course	Human Resource Management -II
Total Credits of the Course	04	Hours per week	04

Course Objectives:	<ol style="list-style-type: none"><li>1) To create awareness among students about workplace safety and health, legal requirements, preventive measures, and HR's role in building a safe and healthy work environment.</li><li>2) To familiar students with knowledge of maintaining harmonious employer–employee relations, handling disputes effectively, and understanding both traditional and emerging practices in industrial relations.</li><li>3) To enables students to analyze how healthy industrial relations can prevent conflicts, promote cooperation, and ensure industrial peace and productivity.</li><li>4) To enables students to gain knowledge of how HRM adapts to globalization, technology, and new organizational forms, while effectively managing people in a competitive global environment.</li></ol>
--------------------	---

Course Content		
Unit No.	Description	Weightage (%)
1	<b>Employee Safety and Health:</b> <ul style="list-style-type: none"><li>• Employee Safety: Meaning, Importance, Types of Industrial Accident, Causes of Industrial accident, and Statutory Provisions of Employee safety in India</li><li>• Employee Health: Meaning, Occupational Hazards and Diseases, Protection against Hazards, and Statutory provisions of health according to factories act, 1948.</li><li>• Role of HR in Employee Safety &amp; Health,</li><li>• Recent Trends in Employee Safety &amp; Health.</li></ul>	25%



2	<b>Industrial Relations and Industrial Disputes:</b> <ul style="list-style-type: none"> <li>Industrial Relations: Concept, Objectives, Parties, Importance, Approaches, Role of ILO in Shaping IR, and Emerging Trends in Industrial Relations.</li> <li>Industrial Dispute: Definition, Forms, Causes, Impact of Industrial Disputes and Preventive Measures and Settlement Authorities.</li> </ul>	25%
3	<b>Trade Union and Collective Bargaining:</b> <ul style="list-style-type: none"> <li>Trade Union: Concept, Functions, Types, Problems and Measures</li> <li>Collective Bargaining: Concept, Strategies, Importance, Types and Process.</li> <li>Recent Trends in Trade Unions &amp; Collective Bargaining.</li> </ul>	25%
4	<b>HRM in Global Scenario:</b> <ul style="list-style-type: none"> <li>Challenges of HRM,</li> <li>Impact of Globalization on HRM,</li> <li>Difference between Domestic and Global HRM,</li> <li>Human Resource Information System (HRIS): Concept, Uses, Design, Advantages &amp; Disadvantages</li> <li>Virtual Organization: Concept, Types, Features, Advantages &amp; Disadvantages</li> <li>HRD : Concept &amp; Functions</li> </ul>	25%

<b>Teaching-Learning Methodology</b>	The course would be taught /learnt through ICT (e.g. Power Point Presentation, Audio-Visual Presentation), Lectures, Group Discussions, Quizzes, Assignments, Case Study and Browsing E- Resources.
--------------------------------------	---

#### Internal and External Examination Evaluation

Sr. No.	Details of the Evaluation / Exam Pattern	50 Marks (%)	25 Marks (%)
1	Class Test (at least one)	15 (30%)	10 (40%)
2	Quiz (at least one)	15 (30%)	05 (20%)
3	Active Learning	05 (10%)	----
4	Home Assignment	05 (10%)	05 (20%)
5	Class Assignment	05 (10%)	----
6	Attendance	05 (10%)	05 (20%)
<b>Total Internal (%)</b>		<b>50 (100%)</b>	<b>25 (100%)</b>
<b>Final Examination (%)</b>		<b>50 (100%)</b>	<b>25 (100%)</b>

Sr. No.	Course Outcomes: Having completed this course, the learner will be able to
1)	The student will gain knowledge, legal awareness, and practical skills to ensure employee safety, protect health, and contribute to a safe, healthy, and productive work environment.
2)	The student will be able to understand the dynamics of industrial relations, identify causes and consequences of disputes, and apply effective measures for maintaining industrial peace and harmony.
3)	The student will understand how trade unions and collective bargaining function as key instruments of employee representation, industrial democracy, and dispute resolution, while adapting to emerging workplace trends.
4)	The student will gain knowledge of global HR practices, the role of technology (HRIS), the rise of virtual organizations, and HRD functions—equipping them to handle HR challenges in an international business environment.

Sr. No.	Suggested References:
1)	Aswathappa, K. (2019). Human resource management: Text and cases (8th ed.). McGraw Hill Education India.
2)	Chhabra, T. N. (2016). Human resource management. Dhanpat Rai & Co.
3)	Gupta, C. B. (2017). Human resource management (2nd ed.). Sultan Chand & Sons.
4)	Jyothi, P., & Venkatesh, D. N. (2019). Human resource management. Oxford University Press.
5)	Khanka, S. S. (2017). Human resource management: Text and cases. S. Chand Publishing.
6)	Monappa, A., & Saiyadain, M. (2016). Personnel management (2nd ed.). McGraw Hill Education India.
7)	Prasad, L. M. (2019). Human resource management. Sultan Chand & Sons.
8)	Rao, V. S. P. (2014). Human resource management: Text and cases (3rd ed.). Excel Books.
9)	Subba Rao, P. (2010). Essentials of human resource management and industrial relations. Himalaya Publishing House.
10)	Torrington, D., Hall, L., Taylor, S., & Atkinson, C. (2017). Human resource management (10th ed.). Pearson Education.

Sr. No.	On-Line Resources available that can be used as Reference Material
1)	<a href="https://anucde.info/thirdsem/302HM21.pdf?utm_source">https://anucde.info/thirdsem/302HM21.pdf?utm_source</a>
2)	<a href="https://euczelnia.uek.krakow.pl/pluginfile.php/604792/mod_folder/content/0/Armstrongs%20Handbook%20of%20Human%20Resource%20Management%20Practice_1.pdf?utm_source">https://euczelnia.uek.krakow.pl/pluginfile.php/604792/mod_folder/content/0/Armstrongs%20Handbook%20of%20Human%20Resource%20Management%20Practice_1.pdf?utm_source</a>

<b>3)</b>	<a href="https://mineshprajapati.wordpress.com/wp-content/uploads/2019/03/k-u-mistry-1.pdf?utm_source">https://mineshprajapati.wordpress.com/wp-content/uploads/2019/03/k-u-mistry-1.pdf?utm_source</a>
<b>4)</b>	<a href="https://mlsu.ac.in/econtents/1197_Collective%20Bargaining%20.pdf?utm_source">https://mlsu.ac.in/econtents/1197_Collective%20Bargaining%20.pdf?utm_source</a>
<b>5)</b>	<a href="https://mlsu.ac.in/econtents/1238_Industrial%20disputes.pdf?utm_source">https://mlsu.ac.in/econtents/1238_Industrial%20disputes.pdf?utm_source</a>
<b>6)</b>	<a href="https://nibmehub.com/opacs-service/pdf/read/International%20human%20resource%20management%20%20globalization-%20Ress.pdf?utm_source">https://nibmehub.com/opacs-service/pdf/read/International%20human%20resource%20management%20%20globalization-%20Ress.pdf?utm_source</a>
<b>7)</b>	<a href="https://openlibrary-repo.ecampusontario.ca/jspui/bitstream/123456789/1837/4/Human-Resources-Management-3rd-Edition-1683060009.pdf?utm_source">https://openlibrary-repo.ecampusontario.ca/jspui/bitstream/123456789/1837/4/Human-Resources-Management-3rd-Edition-1683060009.pdf?utm_source</a>
<b>8)</b>	<a href="https://www.ebookbou.edu.bd/Books/Text/SOB/CEMBA/CEMPA/core_2607/Module-8.pdf?utm_source">https://www.ebookbou.edu.bd/Books/Text/SOB/CEMBA/CEMPA/core_2607/Module-8.pdf?utm_source</a>
<b>9)</b>	<a href="https://www.opentextbooks.org.hk/system/files/export/32/32088/pdf/Human_Resource_Management_32088.pdf?utm_source">https://www.opentextbooks.org.hk/system/files/export/32/32088/pdf/Human_Resource_Management_32088.pdf?utm_source</a>
<b>10)</b>	<a href="https://www.sultanchandandsons.com/Images/BookImages/EBook/399_ISBN9789351611660.pdf?utm_source">https://www.sultanchandandsons.com/Images/BookImages/EBook/399_ISBN9789351611660.pdf?utm_source</a>