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**JIWAJI UNIVERSITY, GWALIOR**

**SYLLABUS**

OF

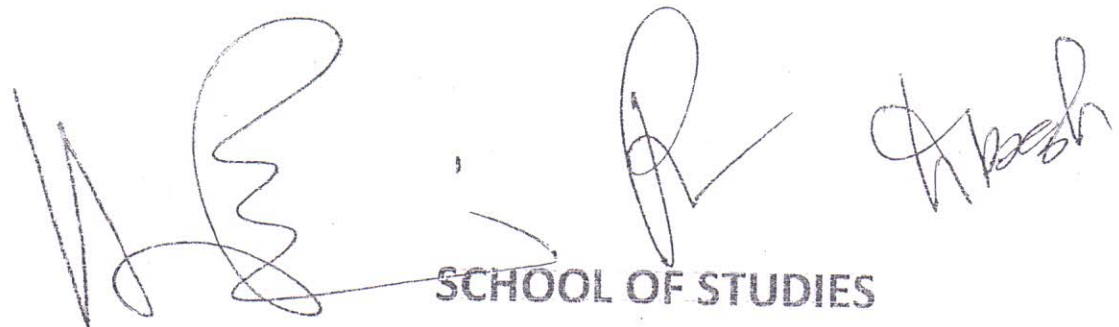
**MBA HUMAN RESOURCE DEVELOPMENT**

AND

**EXAMINATION SCHEME**

(Wef. 2015-2017)

**CHOICE BASED CREDIT SYSTEM**



SCHOOL OF STUDIES

**POLITICAL SCIENCE AND PUBLIC ADMINISTRATION**

**JIWAJI UNIVERSITY, GWALIOR – 474011 (M.P.)**

**MBA (HUMAN RESOURCE DEVELOPMENT)**  
**( FOUR SEMESTERS PROGRAM)**  
**(CBCS – 2015- 2017)**

**CONTINUOUS ASSESSMENT: 40% AND END TERM ASSESSMENT: 60%**

**SEMESTER I**

| PAPER CODE | COURSE                              | CRC  | L | T | P | Credit | Remarks |
|------------|-------------------------------------|------|---|---|---|--------|---------|
| HRD-101    | Management Functions and Behaviour. | Core | 3 | - | - | 03     |         |
| HRD-102    | Business Communication.             | Core | 3 | - | - | 03     |         |
| HRD-103    | Organizational Behaviour.           | Core | 3 | - | - | 03     |         |
| HRD-104    | Human Resource Development.         | Core | 3 | - | - | 03     |         |
| HRD-105    | Business Environment.               | Core | 3 | - | - | 03     |         |
| HRD-106    | Operation Research.                 | Core | 4 | - | - | 04     |         |
| HRD-107    | Assignment                          |      |   |   | 1 | 01     |         |
| HRD-108    | Seminar                             |      |   |   | 1 | 01     |         |
|            | <b>Total Valid Credit</b>           |      |   |   |   | 22     |         |
| HRD-109    | Comprehensive Viva (Virtual Credit) |      |   |   | 4 | 04     |         |
|            | <b>Total Credit</b>                 |      |   |   |   | 26     |         |

**SEMESTER II**

| PAPER CODE | COURSE                               | CRC  | L | T | P | Credit | Remarks |
|------------|--------------------------------------|------|---|---|---|--------|---------|
| HRD-201    | Functional Management.               | Core | 3 | - | - | 03     |         |
| HRD-202    | Wages and Salary Administration.     | Core | 3 | - | - | 03     |         |
| HRD-203    | Research Methodology.                | Core | 4 | - | - | 04     |         |
| HRD-204    | Industrial Welfare.                  | Core | 3 | - | - | 03     |         |
| HRD-205    | Management Information System.       | Core | 3 | - | - | 03     |         |
| HRD-206    | Quantitative Techniques for Managers | Core | 4 | - | - | 04     |         |
| HRD-207    | Assignment                           |      |   |   | 1 | 01     |         |
| HRD-208    | Seminar                              |      |   |   | 1 | 01     |         |
|            | <b>Total Valid Credit</b>            |      |   |   |   | 22     |         |
| HRD-209    | Comprehensive Viva (Virtual Credit)  |      |   |   | 4 | 04     |         |
|            | <b>Total Credit</b>                  |      |   |   |   | 26     |         |

### SEMESTER III

| PAPER CODE | COURSE  | CRC                                 | L | T | P | Credit | Remarks |
|------------|---|-------------------------------------|---|---|---|--------|---------|
| HRD-301    | Computer Application in HRD.  | Core                                | 3 | - | - | 03     |         |
| HRD-302    | Business and Corporate Law.   | Core                                | 3 | - | - | 03     |         |
| HRD-303    | Total quality management.   | Core                                | 3 | - | - | 03     |         |
| HRD-304    | Public Relations.   | Core                                | 3 | - | - | 03     |         |
| HRD-305    | Union Management Relationship.  | Core                                | 3 | - | - | 03     |         |
| HRD-306    | Optional papers<br>(a) Strategic Management.<br>(b) Advertising Management.<br>(c) Entrepreneurship Development | Generic<br>C Elective<br>C Elective | 3 | - | - | 03     |         |
| HRD-307    | Industrial Training   | Core                                |   |   | 8 | 08     |         |
|            | <b>Total Valid Credit</b>   |                                     |   |   |   | 26     |         |
| HRD-308    | Comprehensive Viva (Virtual Credit)   |                                     |   |   | 4 | 04     |         |
|            | <b>Total Credit</b>   |                                     |   |   |   | 30     |         |

### SEMESTER IV

| PAPER CODE | COURSE  | CRC                                 | L | T | P | Credit | Remarks |
|------------|---|-------------------------------------|---|---|---|--------|---------|
| HRD-401    | ISO 9000.   | Core                                | 3 | - | - | 03     |         |
| HRD-402    | Manpower Policy and Planning  | Core                                | 3 | - | - | 03     |         |
| HRD-403    | Labour Law.   | Core                                | 3 | - | - | 03     |         |
| HRD-404    | Managing Change in Organization.  | Core                                | 3 | - | - | 03     |         |
| HRD-405    | Industrial Psychology.  | Core                                | 3 | - | - | 03     |         |
| HRD-406    | Optional papers<br>(a) Counseling Skills for Managers<br>(b) Fundamentals of Retail Management<br>(c) Marketing Services. | C Elective<br>C Elective<br>Generic | 3 | - | - | 03     |         |
| HRD-407    | Industrial Training   | Core                                |   |   | 8 | 08     |         |
|            | <b>Total Valid Credit</b>   |                                     |   |   |   | 26     |         |
| HRD-408    | Comprehensive Viva (Virtual Credit)   |                                     |   |   | 4 | 04     |         |
|            | <b>Total Credit</b>   |                                     |   |   |   | 30     |         |

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**MBA HRD**  
**Ist SEMESTER**

- 101 : Management Functions and Behaviour.
- 102 : Business Communication.
- 103 : Organizational Behaviour.
- 104 : Human Resource Development.
- 105 : Business Environment.
- 106 : Operation Research.

**MBA HRD**  
**IInd SEMESTER**

- 201 : Functional Management.
- 202 : Wages and Salary Administration.
- 203 : Research Methodology.
- 204: Industrial Welfare.
- 205: Management Information System.
- 206 : Quantitative Techniques for Managers

**MBA HRD**  
**IIIrd SEMESTER**

- 301 : Computer Application in HRD.
- 302 : Business and Corporate Law.
- 303 : Total quality management.
- 304 : Public Relations.
- 305 : Union Management Relationship.
- 306 : Optional papers
  - (a) Strategic Management.
  - (b) Advertising Management.
  - (c) Entrepreneurship Development.

**MBA HRD**  
**IVth SEMESTER**

- 401 : ISO 9000.
- 402 : Manpower Policy and Planning
- 403 : Labour Law.
- 404 : Managing Change in Organization.
- 405 : Industrial Psychology.
- 406 : Optional papers
  - (a) Counseling Skills for Managers
  - (b) Fundamentals of Retail Management.
  - (c) Marketing Services.

