

VEER NARMAD SOUTH GUJARAT UNIVERSITY

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

SEMESTER – II

Subjects:

- 201.Industrial Psychology
- 202.Labour Legislation - I
- 203.Data Base Management System
- 204.Research Methodology
- 205.Human Resource Development - I
- 206.Labour Economics
- Non Credit Course: English

VEER NARMAD SOUTH GUJARAT UNIVERSITY
M.H.R.D. Semester - II

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

Paper – 201 Industrial Psychology

Course Objectives:

The course aims at providing the student an opportunity to understand the psychological dimensions of the industry. It covers the topics related to psychological testing measurement of intelligence which are of immense importance in the process of employee selection.

Course Content:

1. **Industrial Psychologies:** Definition, Nature, Scope of Industrial Psychology, Subfields of Industrial Psychology.
2. **Psychological Test:** Definition, Nature, Steps in test development, Classifications of psychological test, Advantages and disadvantages of testing.
3. **Intelligence:** Test of intelligence, the standford-Binet Test and the Wechsler scale, Otis test, Multifactor tests, Test of Mechanical ability, Test of Clerical ability, Personality tests.
4. **Evaluation of Employer Performance:** Judgmental methods of Employee performance, Errors in ratings.
5. **Engineering Psychology:** Motion and Time study, Principals of motion economy, Best method of work.
6. **Fatigue:** Definition, Its effect on human performance, techniques of lessening physical fatigue.
7. **Boredom:** Definition, Effect of Boredom, Countering effect of Boredom.
8. **Counseling:** Definition, Need for counseling, objective of counseling, Steps in counseling process.

REFERENCES

1. Blum W.L: Industrial Psychology- CBS Publisher and Distributors, New Delhi 1984
2. P.K. Gosh & M.B. Ghorpade: Industrial Psychology- Himalaya Publishing House, Mumbai 1998
3. Srivastave & S. Kumar: Industrial Psychology- Printwell Publishers, Jaipur 1990
4. Chaube SP: Industrial Psychology- Himalaya Publishing House, Mumbai 2000.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
M.H.R.D. Semester - II

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

Paper – 202 Labour Legislation – I

OBJECTIVES: The objective is to enable the participants to familiarize themselves with important provisions of Industrial and labour laws which have substantial bearing on business decisions. Attempts will be made a) to give broad conceptual ideas of the laws taken for discussion, and b) to develop an insight into legal implications of their more important provisions.

- Introduction to Labour Legislations
- Philosophy of Labour Laws
- Labour Laws, Industrial Relations and Human Resource Management
- Labour Laws: Origin Concept, Objectives and Classification
- International Labour Organisation and Indian Labour Laws
- Indian Constitution and Labour Laws
- The Factories Act, 1948
- Shop and Establishment
- Equal Remuneration Act
- Contract (Regulation and abolition Act, 1970)
- Child Labour (Regulation and abolition Act, 1986)
- Trade Union Act, 1926
- Industrial Disputes Act, 1947
- Employment Standing Orders Act, 1946

References:

1. Prasad H and Kharbanda V.K.(1987) Labour Laws Digest, Law Publication.
2. Misra Surya Nrayan, Misra Sudhir Kumar(2001) Labour and Industrial Laws, Cenral Law.
3. Garg Ajay (1989) Labour Laws one should know,Nabhi.
4. Bhatia S.K (2001) Labour and Industrial laws, Deep and Deep.
5. Malik P.L. (2004) labour Laws, ECB.
6. Misra S.N. (2006) labour Laws, Central lawhouse.

VEER NARMAD SOUTH GUJARAT UNIVERSITY

M.H.R.D. Semester - II

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

Paper – 203 Data Based Management System

Objectives: In the Modern Age of Information Technology, the future HR Professionals should be well aware of the information flow system in the Corporate Sectors. This course provides basic understanding of the Information & Control System and its application in Human resource field.

- Introduction to DBMS
- Types of DBMS
- Architecture - Client-Server, 3-Layer, Parallel Systems
- Relational Model
- Database Design System- Keys, Relations, Attributes, Schema, Physical view, Logical View
- Normalization - 1st ,2nd ,3rd and BCNF
- E-R diagrams
- SQL
- Security – Integrity, Concurrency, Recovery , Transactions, File operations and Management
- Management Control Systems – Designing the Control Process, Key Variables, Control of Multinational Operations, Non-profit institutions, Service Organizations and projects.
- Budget & Variance Analysis – What is Budget, Budget Preparation Procedure, HRD Budget, T & D Budget, Welfare Budget, Types of Variance, Causes of Variance, How to reduce variance
- Project & Practical – Application of Information System in HR – Personnel Application, Salary Administration, time keeping Management. Skill Inventory, Medical History, Accident Monitoring, Performance Appraisal, Training & Development, Manpower Planning, Recruitment. Career Planning, collective Bargaining.

Lectures and Practical:

Lectures – 3 Hours per Week

Practical in computer Laboratory – 2 Hours per Week in 2Batches (Each Batch consisting of 30 students)

Assessment:

Total Assessment: 150 Marks

Internal Assessment: 50 Marks

On the basis of written assignments/presentation and External Examination : 100Marks

Written project and Viva Voce examination, of which written project will be of 70 marks and Viva Voce examination of 30 marks.

Text books :

1. G.C. Simsion, G.C.Witt (2006), Data Modelling Essentials, Elsevier, 3rd Edition
2. C.J. Date (2003), An Introduction to Database Systems, Addison Wesley, 8th edition.

REFERENCES:

- Brian Jepson (1996), World Wide Web Database Programming for Windows NT; John Wiley & Sons.
- C. J. Date (1994), An Introduction to Database Systems, Addison-Wesley Pub. Co.
- C.J. Date (2003), An Introduction to Database Systems, Addison Wesley, 8th edition.
- C.J.Date (2005), Database in Depth: Relational Theory for Practitioners, O' Reilly Media Publishers.
- E.F. Codd (1990), The Relational Model for Database Management: Version 2, Addison-Wesley Pub. Co.
- Graham Hamilton, R. G. G. Cattell, Maydene Fisher (1997), JDBC Database Access with Java: A Tutorial and Annotated Reference; Addison-Wesley Pub. Co.
- Joe Celko (1995), Instant SQL Programming; Wrox Press.
- Joe Celko (1997) Joe Celko's SQL Puzzles & Answers; Morgan Kaufman Publishers;
- Joe Celko 1995 Joe Celko's SQL for Smarties: Advanced SQL Programming; (The Morgan Kaufmann Series in Data Management Systems) Morgan Kaufman. Publishers.
- Michael J. Hernandez (1997), Database Design for Mere Mortals: A Hands-On Guide to Relational Database Design, Addison-Wesley Pub. Co.
- Ramez Elmasri, Shamkant B. Navathe (2006), Fundamentals of Database Systems, Addison Wesley, 5th edition
- Robert Orfali, Dan Harkey, Jeri Edwards (1996),The Essential Distributed Objects Survival Guide, John Wiley & Sons.
- Robert Orfali, Dan Harkey, Jeri Edwards (1996);The Essential Client/Server Survival Guide, John Wiley & Sons.
- Biswajeet Pattanayak, PHI New Delhi (2001), Human Resource Management.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
M.H.R.D. Semester - II

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

Paper – 204 Research Methodology

This is an introductory course in social science research methodology. It is designed to introduce the student to basic concepts and problems encountered in social scientific investigation, including types of data and measurement, sampling, and research design. This course will emphasize the importance and limitations of theory and methodology in social science research as well as the purpose of applied research, program evaluation, policy analysis, and research ethics.

Course Objectives:

1. Familiarity with various methods of conducting empirical research.
2. Familiarity with important research terms and concepts.
3. Ability to assess the benefits of research applied to social sciences.
4. Clarity of thinking in collection and interpretation of numerical data.

Course Contents:

The Role of Business Research

The Research Process

Ethical Issues in Business Research

Quantitative and Qualitative Research

Preparation of Research Proposal

Survey Research

Questionnaire Design

Measurement and Scaling Concepts

Sample Designs and Sampling Procedure

Univariate Statistics

Bivariate Analysis: Test of Differences and Measures of Association

Multivariate Analysis

Report Writing

Lectures and Practical:

Lectures – 3 Hours per Week

Practical in Computer Laboratory – 2 Hours per Week in 3 Batches (Each Batch consisting of 30 Students)

Assessment:

Total Assessment : 150 Marks

Internal Assessment:50 Marks

On the basis of written assignments/ presentation and written test (Seen/Unseen).

External Examination : 100Marks

Written project and Viva voce examination, of which written project will be of 70 marks and viva voce examination of 30 marks.

Basic Test Books:

1. Donald R Cooper, Pamela S Schindler (2006), Business Research Methods, 9th Edition, The McGraw-Hill Companies
2. William G Zikmund (2006), Business Research Methods, 7th Edition, Thomson South-Western.

References:

1. Online Statistics textbook by Statesoft.
2. Anderson, Theodore Wilbur. An Introduction to Multivariate Statistical Analysis. New York: Wiley, 1958
3. Andranovich G., Riposa G., 1993. Doing urban Forge Press.
4. Babbie, E & Halley, F.(1998). Adventures in Social Research: Data Analysis using SPSS for W95, Pine Forge Press.
5. Becker, Howard S. Writing for social Scientists: How to Start and Finish Your Thesis, Book or Article. Chicago: University of Chicago Press, 1986.
6. Berg, Bruce L., 1995. Qualitative Research Methods for the Social Sciences, Boston: Allyn and Bacon.
7. Bingham, Richard D. and Claire L. Felbinger, 1989. Evaluation in Practice: A Methodological Approach, New York: Longman
8. Bowen, Bruce and Herbert F. Weisberg, 1980. An Introduction to Data Analysis, San Francisco: W.H. Freeman and Company.
9. Edwards, Allen L. An Introduction to Linear Regression and Correlation., San Francisco: W.H. Freeman, 1976.
10. Ellis, Lee, 1994. Research Methods In Social Sciences, Wisconsin: Brown and Benchmark Publications.

11. Feyerabend, P.(1978), *Against Method*, London, U.K.: Verso.
12. Feyerabend, P. (1987), *Farewell to Reason*, London, UK: Verso.
13. Goldenberg S. (1992). *Thinking methodologically*. Harper Collins Publishers.
14. Gujarati, D.N. (1988). *Basic Econometrics*. New York: MacGraw-Hill.
15. Henerson, Marlene E., Lynn Lyons Morris and Carol Taylor Fitz-Gibbon, 1978. *How to Measure Attitudes*, Beverly Hills: Sage Publications.
16. Hoover K.R.(1992). *The Elements of Social Scientific Thinking*. NY:St.Martin.
17. Johnson J.B., Joslyn, R.(1994) *Political science Research Methods*. Washington D.C.: CQ Press.
18. Kuhn, T. (1962), *The Structure of Scientific Revolutions*, Chicago: University of Chicago Press.
19. Lakatos, I (1974), "Falsification and the Methodology of Scientific Research Programs," in *Criticism and the Growth of Knowledge*, Imre Lakatos and Alan Musgrave, eds., Cambridge, U.K.: Cambridge University Press, 91-195.
20. Lapin L.L.(1991). *Quantitative Methods for Business Decisions*. New York: Harcourt Brace Jovanovich Publishers.
21. Meier K. J., Brudney J.L. (1993). *Applied Statistics for Public Administration*, 3rd Edition. Belmont: Wadsworth Publishing Company.
22. Neuman, W.Lawrence, 1994. *Social Research Methods: Qualitative and Quantitative Approaches*, Boston: Allyn and Bacon.
23. Matlack W.F. (1994) *Statistics for Public Managers*. F.E. Peacock Publishers, Inc.
24. Popper, K.R. (1959), *The Logic of Scientific Discovery*, New York, NY: Basic Books.
25. Popper, K.R. (1972) *Objective Knowledge*, Oxford, U.K.: Clarendon.
26. Selltitz, Claire, Lawrence S. Wrightsman, and Stuart W Cook, 1976. *Research Methods In Social Relations*, New York: Holt, Rinehart and Winston.
27. Sirkin R.M. (1995). *Statistics for the Social Sciences*. Sage.
28. Tabachnick Barbara & Linda S. Fidell (1989). *Using Multivariate Statistics*. Cambridge: Harper & Row.
29. Traub R., 1994. *Reliability for the social sciences, Theory and applications*. Sage.
30. Triola, M (1997) *Elementary Statistics*. Addison Wesley.
31. Wonnacott, TH & Wonnacott, RJ (1990). *Introductory Statistics*, 5th Edition. Wiley.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
M.H.R.D. Semester - II

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

Paper – 205 Human Resource Development – I

Objectives: To help students to develop HRD facilitator skills and develop understanding of various HRD systems and processes.

- Nature of HRD in Industry, Planning for HRD, Designing HRD systems, Integrating HRD with Corporate Plans, HRD Practices of Organisations.
- Strategies of implementing HRD, Role of Chief Executive in HRD, Structuring the HRD functions, HRD and personnel functions, Role and responsibilities of HRD staff, challenges for HRD professionals.
- Manpower Planning objectives and importance, Techniques of manpower Planning, Process of Manpower planning.
- Performance appraisal Objectives and importance, Methods of Performance appraisal, Limitations of Performance appraisal, Performance appraisal Process, Performance appraisal practices in India.

References:

1. Dayal Raghubir (1996) Dynamics of Human Resource Development, Mittal.
2. Bhatia B.S.(1996) Emerging Dimensions of HRD: Role and Orientation, Deep & Deep.
3. Rao T.V. (2003) Future of HRD, Mcmillan.
4. Rao T.V. (1996) Human Resource Development, Sage.
5. Rao T.V. (1991) Readings In Human Resource Development, Oxford and IBH.
6. Rao T.V. (1998) HRD Missionary, Oxford & IBH.
7. Rao T.V. (1994) HRD in New Economic Environment, Tata Mcgrawhill.
8. Jaygopal R. (1993) HRD conceptual analysis and Strategies, Edision.
9. Mathur B.C. (2000) Strategy for Human Resource Development,RBSA.
- 10 Tripathi P.C. (2002) Human Resource Developemnt, Sultan Chand.

VEER NARMAD SOUTH GUJARAT UNIVERSITY
M.H.R.D. Semester - II

EFFECTIVE FROM ACADAMIC YEAR -2007-2008

Paper – 206 Labour Economics

Aims

- To give an overview and understanding of the fundamental issues, insights, concepts and theories of labor economics.
- To learn the principles of wage determination and compensating wages.
- To understand the role of excess market power, employer and employee, on the labor market.
- To analyze the major policy issues in labor economics. Such as the minimum wage, wage discrimination, and international competitiveness.
- To provide the student with a better understanding of the interrelationships between economics and human resource management.

Course Contents

Demand and Unemployment
Capital shortage and Unemployment
Efficiency Wages
Immigration and Unemployment
The Wage Curve
Employment Effects of Minimum Wages
Loss of Human Capital and Long-Term Unemployment
The Labor Market Assimilation of Immigrants
Subsidizing Employment
Active Labor Market Policy

References:

1. Borjas, G. (1996): Labor Economics, New York: McGrawHill Companies.
2. Filter, R. K., D. S. Hamermesh and A.E. Rees (1996): The Economics of Work and Pay, 6th Edition, New York: HarperCollins College Publishers.
3. Snower, D. J. and D. de la Dehesa (1996) : Unemployment Policy: Government Options for the Labour Market, Cambridge: Cambridge Press.

MHRD

Semester - II

*** Non Credit Course: English**