

G.S. COLLEGE OF COMMERCE & ECONOMICS (AUTONOMOUS), JABALPUR

PG SUBJECT CODE & EXAMINATION MARKS SCHEME

GRO UP	SUBJECT CODE	SUBJECT	INTERNAL MARKS		EXTERNAL MARKS		VIVA	
			MAX.	MIN.	MAX.	MIN.	MAX.	MIN.
		M.A- (HRA) - I SEMESTER						
	HR101	MANAGEMENT CONCEPTS	25	10	75	30		
	HR102	ECONOMICS and BUSINESS ENVIRONMENT	25	10	75	30		
	HR103	PRINCIPLES OF PERSONNEL MANAGEMENT	25	10	75	30		
	HR104	INDUSTRIAL RELATIONS	25	10	75	30		
	HR105	LABOUR LEGISLATION	25	10	75	30		
		M.A- (HRA) - II SEMESTER						
	HR201	HUMAN RECOURCE MANAGEMENT	25	10	75	30		
	HR202	INDUSTRIAL RELATIONS-II	25	10	75	30		
	HR203	BUSINESS COMMUNICATION	25	10	75	30		
	HR204	RESEARCH METHODOLOGY	25	10	75	30		
	HR205	COMPUTER CONCEPTS & PROGRAMMING	25	10	75	30		
		M.A- (HRA) - III SEMESTER						
	HR301	ORGANISATIONAL BEHAVIOUR	25	10	75	30		
	HR302	INDUSTRIAL PSYCHOLOGY	25	10	75	30		
	HR303	HUMAN RESOURCE DEVELOPMENT	25	10	75	30		
	HR304	BUSINESS LAW	25	10	75	30		
	HR305	PROJECT REPORT					50	20
		VIVA-VOCE					50	20
		M.A- (HRA) - IV SEMESTER						
	HR401	ORGANISATIONAL CHANGE & DEVELOPMENT	25	10	75	30		
	HR402	LABOUR LEGISLATION - II	25	10	75	30		
	HR403	MANAGEMENT INFORMANTION SYSTEM	25	10	75	30		
	HR404	BUSINESS POLICY & STRATEGIC MANAGEMENT	25	10	75	30		
	HR405	PROJECT REPORT					50	20
		VIVA-VOCE					50	20

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Department of Management

M. A. (H.R.A.) - IV Semester Syllabus Recommended by Board of Studies

Session : 2020-21 Onwards

Internal Max. Marks : 25

Main Exam Max. Marks : 75

Min. Marks : 10

Min. Marks : 30

Title of Subject : 401 - Organisational Change & Development

UNIT - I Organisational Change - Meaning, Definition, Scope, Nature of Change, need for change, types of change. O.D. Meaning & definition.

UNIT - II a) Resistance to Change - reasons for resistance, Resistance by individuals group & organisation, Overcoming resistance to change - Methods.

UNIT-III O.D. process - Phases of O.D. Steps O.D.

O.D. Interventions- problem identification, selection of appropriate intervention. Key interventions. Survey & feedback, sensitivity, training. Action Research, inter-group team building, behavior modeling, third party peace making intervention use of behavioral schemes, review of the efforts made in O.D.

UNIT- IV Emerging Trends - Learning organisation, Career planning organisational mirroring under power & policies in organisation, stress management, Relationship management, Transformational change & Transactional change models distinguished, Socio-technical systems.

UNIT-V Research in O.D. Future of O.D. Corporate image and leadership. Global scenario. Trans-world organisations. Organisational justice, Global benchmarking in organisational practices, strategies for growth & development. Organisation of tomorrow.

BOOKS RECOMMENDED

PAPERS 401 & 301 (To be matur.....below each paper)

1. Organisational Behaviour - Robbins
2. Human Behaviour at Work - J.W. New Storm & Keith Davis
3. Organisational Behaviour - Fred Luthans

- 4. Organisational Behaviour - Moorhead & Griffins
- 5. Managing Organisational Change - V. Nilkanth & Ramnarayan
- 6. Organisational Development - French & Bell
- 7. Human Resource Management - R.S. Dwivedi

Organisational Behaviour

- 8. Organisational Behaviour - K. Ashwasthappa
- 9. A New Look Organisational Behaviour - Biswanath Ghosh
- 10. Organisational Design & Structure - M. Gangadhar Rao
- 11. Organisational Dynamics - M.N. Mishra
- 12. Organisational Development - R.K. Bhatia

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Title of Subject : 402 - Labour Legislation-II

UNIT - I Industrial Dispute Act - 1947

Indian Arbitration Act - 1960

Trade Union Act - 1926

UNIT - II Industrial Employment (Standing orders) Act 1946

Maternity Benefit Act,

UNIT-III Bounded labour system Act 1976,

Child Labour (Prohibition and Regulation) Act 1986,

Contract labour (Regulation and abolition) Act 1970

UNIT- IV The motor transport worker Act 1961,

Sales promotion employees (Conditions of Service) Act. 1976,

Equal remuneration Act. 1976

UNIT-V Apprentices Act. 1961,

Payment of Gratuity Act. 1972,

Public Liability Insurance Act.1991,

Environment (Protection) Act. 1986

REFERENCES -

1. Labour and Industrial Law by S.N. Mishra
2. Hand Book of Industrial and Labour Law by P.L. Malik
3. Labour and Industrial Law by V.G. Goswami
4. Industrial Law by Balchandani
5. Industrial and Labour Laws of India by H.K. Sharma

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Min. Marks : 30

Title of Subject : 403 - Management Information System

UNIT - I INTRODUCTION -

Introduction to management information system, an overview, structure of M.I.S., H/W, S/W and communication technology of I.S., Storage & retrieval of data, T.P.S., O.A.S. and I.S. Control functions.

UNIT - II CONCEPTS -

Conceptual foundations, decision making process, concept of information, system approach, organisational structure & MIS.

UNIT-III INFORMATION -

Information based support systems - support system for planning, control and decision making, support system for financial, marketing, H.R., production decision making.

UNIT- IV PLANNING MIS -

I.S. Requirements - developing long range information system plan, strategies for the determination of information requirements, database requirements.

UNIT-V MIS INTERFACE WITH CUSTOMERS -

Database design, user interface design, development implementation plan, quality assurance and evaluation of information system.

REFERENCES -

1. Management Information System By Davis & Olson
2. Management Information System By Javadekar
3. Decision Support By Davis Michel W.
4. Management Information System By Gordan B. Davis and Margrethe H. Olson
5. Management Information System By Kenneth C. Laudon and Jane P. Laudon

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Min. Marks : 10

Min. Marks : 30

Title of Subject : 404. Business Policy & Strategic Management

UNIT - I Introduction to business policy and Strategic Management :

Introduction to business policy, Evaluation of business policy as a discipline. Nature, Importance, purpose and objectives of business policy. Conceptual foundation of business policy. Understanding strategy. Defining strategy, Levels at which strategy operates. Types of Planning systems.

An overview of Strategic management, Nature of strategic decision making, Approaches to strategic decision making. Patterns of Strategic behaviour, Process of strategic management. Strategies and role in strategic management.

UNIT - II Mission and purpose. Business definition, Objectives and goals.

Environmental appraisal - Concept of environment, Components of environment, Environmental scanning, Appraising the environment, Organisational appraisal : Dynamics of internal environment, Organisational capability, Factors considerations in organisational appraisal, Methods and techniques used for organisational appraisal, Structuring organisational appraisal.

Strategic alternatives : Grand Strategies, Modernisation strategies, diversification integration strategies, Mergers, takeovers and joint ventures strategies, Divestment and liquidations strategies combination strategies.

UNIT-III Strategic Choice : Process of Strategic choice, Corporate portfolio analysis, SWOT analysis, Subjective factors in strategic choice, Contingencies Strategies, Strategic Plan.

Activating Strategies, Interrelationship between simulation and implementation, Issues in strategic implementation. Project implementation. Procedural implementation. Resource allocation.

UNIT- IV Behaviour implementation : Leadership implementation, Corporate culture. Corporate politics and use of power, Personal values and business ethics, Social responsibility and strategic management.

UNIT-V Cases studies.

REFERENCES -

1. Business Policy and Strategic Management by Azhar Kazmi
2. Strategic Management by Miller Dess
3. Strategic Management by John A. Pearce and Recharad B. Robinson
4. Business Policy and Strategic Management by P. Subba Rao
5. Business Policy and Strategic Management by Jauch Glueek
6. Strategic Management by Hill & Jones

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Paper Code - 405

	MAX. MARKS	MIN. MARKS
A. PROJECT REPORT	50	20
B. VIVA VOCE	50	20