

MID-WESTERN UNIVERSITY, FACULTY OF MANAGEMENT
BACHELOR IN BUSINESS ADMINISTRATION (BBA), SYLLABUS 2072 (2016)

Course Title		Human Resource Development
Course Code Number		MGT 391
Credit Hours		03
Year: IV		Semester: VIII (HRM Specialization)
Course Objectives:		
Main objective		This course aims to familiarize the graduates with the concepts of integrated human resource development system and principles of designing an effective HRD systems.
Enabling objectives		After completion of all the learning units of the course, participants will be able: <ul style="list-style-type: none"> - to understand basic knowledge regarding the concepts of human resource development, - to learn and execute basic skills to undertake human resource development functions, - to identify and assess the factors affecting human resource development, - to highlight the existing practices and problems associated with HRD in Nepal.
Learning Unit (LU)	Learning Hours (LH)	Contents
LU 1	LH 6	Introduction to Human Resource Development Concept of HRD, elements of good HRD, the HRD process, functions of HRD, scope of HRD, importance of HRD, role of managers in HRD; skills and competencies required for HRD; factors affecting HRD, concept of HRD strategies, HRD system, designing effective HRD system, role of HRIS in HRD, basic concepts of HRD audit.
LU2	LH 14	Training and HRD Concept of training, training process, role of training in HRD, training needs assessment; training methods: on-the-job training, off-the-job training; better management of training. Management development and HRD Concept of management development, need assessment for management development; methods of management development: on-the-job methods and off-the-job methods. Career planning and development Concept of career planning, need for career planning, objectives of career planning, process of career planning, steps in career development; organizational development interventions.
LU 3	LH 12	Performance appraisal and counselling Meaning and purposes of performance appraisal, performance appraisal process; performance appraisal methods; essay, checklist, critical incident, behaviorally anchored rating scales (BARS), individual ranking, paired comparison, MBO, 360° appraisal; feedback of performance appraisal, performance coaching, performance counselling, performance and reward. Employee welfare and Quality of work life

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		Meaning and need for employee welfare, types of welfare programmes: inside and outside the work place; approaches to employee welfare, employee welfare and quality of work life.
LU 4	LH 10	HRD implementation Concept of HRD implementation, steps in HRD planning, assessing HRD climate, strengthening HRD function, assessing HRD needs, structuring the HRD function, orientation and involvement of line managers, monitoring mechanism for HRD.
LU 5	LH 6	HRD in Nepal HRD policies in Nepal, HRD practices in Nepalese organization, problems associated with HRD in Nepal.
References		1. Rao, T.V., and Pereira, D.F. Readings in HRD. New Delhi: Oxford and IBH. 2. Rao, T.V., and Pereira, D.F. Recent Experiences in HRD. New Delhi: Oxford and IBH.

Net Contact Hour is 48 excluding the exams and tests.

Evaluation Module: 50 percent will be assessed through the internal evaluation and 50 percent will be assessed through end semester examination.

