

**GUJARAT TECHNOLOGICAL UNIVERSITY**  
**B.E. SEMESTER : VIII**  
**INDUSTRIAL ENGINEERING**

Subject Name: **MANAGEMENT OF HUMAN RESOURCES**

Sr. No.	Course Contents	Total Hrs
<b>1.</b>	<b>Management &amp; Personnel administration:</b> The traditional concept of management, Personnel minded concept of management, Personnel administration & line organization, Planning & devt. Management.	<b>10</b>
<b>2.</b>	<b>Developing human resource:</b> Job-description & analysis, Recruitment, Selection & placement, Training & performance appraisal	<b>12</b>
<b>3.</b>	<b>Wage administration:</b> Wage & salary policies, Wage policy & productivity, Time & piece-rate wages, Production bonds, Profit sharing, welfare facilities, Wage board & statutory requirements.	<b>12</b>
<b>4.</b>	<b>Human relations:</b> Worker as an Individual & as a member of a group, Workers' expectations of their jobs, individual goals, motivation-physiological motives, Physiological motives, Sociological motives	<b>12</b>
<b>5.</b>	<b>Industrial Relations:</b> Conflict between Labour & management, courses and consequences of conflict, Complaints & grievances, machinery for settlement of disputes, trade unions, history of trade-union movement in India, Positive role of unions.	<b>12</b>
<b>6.</b>	Factory acts, bonus act, trade union act and Labour laws & welfare	<b>6</b>

**REFERENCE / TEXT BOOKS:**

- ◆ Personnel Management-by George Strauss, Leonard R. Sayles
- ◆ Ind. Administration & management—by J. Batty
- ◆ Man power management—by Dwiwedi
- ◆ Human resources & Labour market—by Levitan, Mangun, & Marshall