

Business Management Department
Session 2024-2025 (Sem-IV)

Subject: HRP

Load: L-3, P-2

Month	Week	Lectures	Topic
Jan	1	1	UNIT-1 Introduction (concept & definition of HRP)
		2	Objectives of HRP
		3	HR Policy
		4	HR Procedure
		5	HRP Strategies
	2	1	HRP Strategies
		2	Factors affecting HRP
		3	Revision of Unit-1
		4	UNIT-2 Demand & Supply of HR
		5	Factors affecting demand of HRP
Feb	1	1	Factors affecting supply of HRP
		2	Techniques of forecasting HR Inventory
		3	Techniques of forecasting HR Inventory
		4	Forecasting HR demand
		5	Forecasting HR supply
	2	1	Evaluation of HRP
		2	Evaluation of HRP
		3	Revision of Unit-2
		4	Revision
	3	1	1st sessional test
		2	1st sessional test
		3	1st sessional test
		4	UNIT-3 Placement
		5	Legal aspects of recruitment and selection
	4	1	Legal aspects of recruitment and selection
		2	Type of test and interviews for selection
		3	Type of test and interviews for selection
		4	Process and significance of placement
March	1	1	Process and significance of induction
		2	Process and significance of orientation
		3	Process of internal mobility and separation
		4	UNIT-4 Career Management
		5	Concept and objective of career planning
	2	1	Process of career planning
		2	Objectives of succession planning
		3	Process of succession planning
		4	Career Management
	3	1	2nd sessional test
		2	2nd sessional test
		3	2nd sessional test

		4	Carrer Management
		5	UNIT-5 Information System
	4	1	Elements of HR Cost
		2	Elements of HR Cost
		3	Concept of HR audit
		4	Objectives of HR auditt
		5	Concept of HRIS
April	1	1	Importance of HRIS
		2	Importance of HRIS
		3	Stages in development of HRIS
		4	Stages in development of HRIS
	2	1	Stages in development of HRIS
		2	Revision
		3	Revision
		4	Revision
	3	1	Revision
		2	Revision
		3	Revision
		4	Revision
	4	1	3rd sessional test
		2	3rd sessional test
		3	3rd sessional test
		4	Revision
		5	Revision
	5	1	Revision
May	1	1	Revision
		2	Revision

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