

## Master of Human Resource Development Programme

### Programme Outcome:-

This is a two year (4semesters) postgraduate course leading to the degree of Master of Human Resource Development. The Govt. of Maharashtra recognizes the course for appointment of labour welfare officers under the Indian factories act. The students and the managerial staff of corporate world, industry and service sector also get benefit from this course as the course curriculum is designed in such a way as to fulfill the need of the knowledge required in these areas. Human Resource Management is the key area covered in the course curriculum.

### Specific Outcome :-

1. To have an understanding of the basic concepts, functions and processes of human resource management
2. To be aware of the role, functions and functioning of human resource department of the organizations.
3. To Design and formulate various HRM processes such as Recruitment, Selection, Training, Development, Performance appraisals and Reward Systems, Compensation Plans and Ethical Behavior.
4. Develop ways in which human resources management might diagnose a business strategy and then facilitate the internal change necessary to accomplish the strategy.
5. Evaluate the developing role of human resources in the global arena.

### **Course Outcome**

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| M.H.R.D. Sem.I | MHRD (101)<br>Principles and Practices of<br>Management | To understand the basic concepts of management and its importance in modern society and other approaches of management, management development, process of management and professional management                   |
|                | MHRD (102)<br>Organizational Behavior                   | Understanding of organization, significance of scientific study of human behaviour, Perspective of organization, perception and impression, personality and attitude, learning values, students will understand the |

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|  |  | group dynamics, team management and morale, leadership skills, decision making,   |
|  | MHRD (103)<br>Managerial Skill Development | The course is aimed at equipping the student with the necessary techniques and skills of communication and presentation, it enables in developing confidence amongst the student to perform better as professionals.<br>Student learns the managerial skills and soft skills and technical skills, importance and nature of communication, verbal and non-verbal, principles of effective communication, barriers of communication. Do's and Don'ts of Business writing, Negotiation skills and public speaking, presentation skills. |
|  | MHRD (104)<br>Managerial Economics         | <ol style="list-style-type: none"> <li>1. To understand the concepts of cost, nature of production and its relationship to Business operations.</li> <li>2. To apply marginal analysis to the "firm" under different market conditions.</li> <li>3. To analyze the causes and consequences of different market conditions.</li> <li>4. To integrate the concept of price and output decisions of firms under various market structure.</li> </ol>   |
|  | MHRD (105)<br>Business Ethics              | Students will be able to evaluate the human behaviors and set the moral standards not only for themselves but for the business organizations, owners, managers, employees and the society as whole and practice them effectively.   |

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|  | MHRD (106)<br>Quantitative Techniques     | Solve a range of problem using the statistical techniques covered.<br>Conduct basic statistical analysis of data to solve business related problems<br><br>Critically evaluate the underlying assumptions of analysis tools |
|  | MHRD (107)<br>Industrial Visit Short Tour | To get the practical knowledge of Industry.   |

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| M.H.R.D. Sem.II | MHRD (201)<br>Management of Training and Development | Student learns Training Concept, Designing of Training module and sensitivity of training, They understand the challenges to Training Manager, Techniques and Pedagogy, Training Methods and process, Training-Scenario, Administration of Management Development, Training Audit, Training & Development in India.    |
|                 | MHRD (202)<br>Industrial Psychology and Sociology    | Student learns the Industrial psychology, Organization Moral & Leadership, Stress Management and Organizational culture, Industrial Social System, Effect on productivity, Social Responsibility of Business and Indian Businessman, Business Ethics, Behavioral Aspects in Ethics, Values of Ethics in Global Change. |
|                 | MHRD (203)<br>Strategic Human Resource Management    | Student learns Strategic HRM, Challenges for HRM, Models of Integrating Strategy and HR, Economic Indications of HRM, Human Capital Accounting, Adding values through Alteration and   |

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|  |  | <p>Recruitment, Internal Capital Assessment, Strategy Formulation, Strategic Issues in Forecasting Human Resources, Forecasting Techniques, Strategic Acquisition of Human Resource, Integrating Training with Performance Management, Shifts from Training to Learning, Performance Appraisal to Performance Management, Organizational Appraisal and Balance of Score Cards, Compensation System, Strategic Industrial Relation and Labour Management.</p> |
|  | <p>MHRD (204)<br/>Computer Applications in Human Resource Management-I</p> | <p>understanding the Basic Functional Units of Computer, Personal Computer and its uses, Types of Software, Hardware, Managerial Applications of Computers, Computer Based Financial System, Inventory System, IT Applications in HR, Impact of IT on HRM, HIRS, Operating System, UNIX, LINUX, WINDOWS, MAC, ANDROID &amp; WINDOWS phone, DBMS Architecture, SQL, An Emerging Database Technology,</p>  |
|  | <p>MHRD (205)<br/>Business Legislations</p>                                | <p>This course is to acquire the students with various Laws which are to be observed in performing the day to day business the emphasis will be on the different latest provisions of the Law and How this can be used in best interest of the organization, Understand Indian Contract Act, 1872, The Sales of Goods Act 1930, Negotiable</p>   |

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|  |  | Instrument Act 1881, The Companies Act 1956, Consumer Protection Act 1986, Indian Partnership Act 1932.   |
|  | MHRD (206)<br>Research Methodology       | <ol style="list-style-type: none"> <li>1. Learn and understand about various kinds of research, its objectives and process of doing research with the research design and sampling.</li> <li>2. Able to conduct qualitative research and understand its techniques</li> <li>3. Able to understand the data required, sources of data collection as well as various techniques of data analysis.</li> <li>4. Formulate hypothesis and test the same with the help of various statistical tools.</li> </ol> |
|  | MHRD (207)<br>Industrial Visit Long Tour | To get the practical knowledge of Industry.   |

#### Course Outcome

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| M.H.R.D. Sem.III | MHRD (301)<br>Functional Areas in Management-I | <ol style="list-style-type: none"> <li>1. Expertise in primary functional areas of marketing and financial management within a business enterprise.</li> <li>2. Develop and imply marketing concepts, theories and principles in areas of marketing policy of market and consumer behavior of product distribution, promotion and pricing decisions.</li> <li>3. Knowledge of framing marketing and financial policies for the organization.</li> <li>4. Able to raise finance from different sources and design cost structure of organization.</li> </ol> |
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|  | MHRD (302)<br>Labour Legislation                      | Students learn Industrial Relations, Labour Welfare, Labour Legal Provisions, Relations, Wages, Working Condition, provisions to social security, in that they understand Trade Union Act 1926, Industrial Dispute Act 1947, Payment of Wages Act 1936, Factory Act 1948 with amendments of 1987 and Contract Labour Regulation and Abolishment Act 1970. |
|  | MHRD (303)<br>International Human Resource Management | Students will able to:-<br>1. To understand the basic concept of HRM. Role played by HR manager.<br>2. To evaluate & Design various organizational structure & understand how they are related to organizational success.<br>3. To understand the nature of human resources & its significance to the organization.                                       |
|  | MHRD (304)<br>Knowledge Management                    | Students will be able to recognize the key constituents of Knowledge Management solutions also processes, systems and tools and techniques.<br>Provide examples of ways in which key constituents of Knowledge Management impacts contemporary organizations.<br>Solve various issues relating to present and future Knowledge Management practices.      |
|  | MHRD (305)<br>Management of Industrial Relations      | 1. To help the students to understand the concept of Industrial Relations & Labour Welfare<br>2. Applications in business   |

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|  | MHRD (306)<br>Computer Applications in<br>Human Resource<br>Management-II | Students learn system<br>Analysis and Design, personal<br>traits of system analysis,<br>system life cycle, software<br>project estimation models, The<br>Risk Analysis and<br>Management, Software Risk<br>and Risk Identification,<br>Networking and Data<br>Communication, OSI 7 layer,<br>Virus and Vaccines cost<br>justification, change<br>management in HRIS,<br>Emerging Trends in HR & IT,<br>Features of HTML. |
|  | MHRD (307)<br>Project   | To learn the Practical<br>knowledge of Industry.   |

#### Course Outcome

| <u>M.H.R.D. Sem. IV</u> | <u>MHRD (401)</u>                         | <u>Course Outcome</u>  |
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|                         | Dynamics of Human Resource<br>Development | <ol style="list-style-type: none"> <li>1. Sensitizing students towards the importance of human resources and their effective management in organizations.</li> <li>2. To introduce students to the various approaches to deal with human problems at work place</li> <li>3. To gain an understanding on the basics of employee counseling, its need and goals.</li> <li>4. To give practice on counseling process and help in the development of counseling skills</li> <li>5. To provide knowledge on the application of counseling in organizational situations.</li> <li>6. To gain insight into</li> </ol> |

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|  |   | <p>training and development practices, types of training programmes, the technicalities of training etc</p> <p>7. To provide knowledge on transnational industrial relations, labour relations and conflict resolution in Multinational Corporations etc.</p> <p>8. To provide detailed information on Human Resource Planning, the different approaches to HRP, HRP process and the different methods of human resources planning</p> <p>9. To provide in depth knowledge on the various recruitment and selection processes employed by organizations and the measures to test its validity and reliability</p> <p>10. To provide knowledge on employment offers and service conditions and its related legal regulatory framework</p> |
|  | <p style="text-align: center;"><u>MHRD (402)</u></p> <p>Wages and Salary Administration</p> | <p>Student learns wage and salary administration mechanism, wage fixation institution in India, wage differentials as corollary of factor differentiation, Organizational wage structure, Causes of wage Inequality, Wage determination, Role of Trade Union, Bonus and Fringe Benefits, Performance Appraisal, Merit Rating Attitudes of workers Unions, Performance link system, Wage and Salary Administration.</p>   |
|  | <p style="text-align: center;"><u>MHRD (403)</u></p>  | <p>Empowerment Policy support</p>  |



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|  | Employees Empowerment                                    | of Managements and Trade Unions, Organization Behaviour and Management, Implementation Strategies, Employees participation and Empowerment, Leadership Regarding Employees Empowerment , Mentoring and Issues of Employees Empowerment.   |
|  | <u>MHRD (404)</u><br>Functional Areas in Management-II   | Student learns Production Management System, Materials Management, Production Planning and control, Transportation and Assignment Models, Work measurement and sampling, Simulation, Decision Theory.   |
|  | <u>MHRD (405)</u><br>Corporate Planning and Strategy     | Student learns Corporate Environmental Scanning Corporate Planning System and Practices, Valuation of Business policies, Corporate Plan Implementation, Techniques of Evaluation and Control, Corporate Strategies and Corporate Planning in Public Sector, Review of Annual Activities plan.               |
|  | <u>MHRD (406)</u><br>Human Resource Accounting and Audit | Student learns Historical Development of HR Audit, Auditing Standards, Measurement of Group Values, Difficulties involved in valuating HR, HR Audit, Cost and Management Accounting for Human Resources, HR International Practices, HR Accounting and Audit Designing, HRD audit for Business Improvement. |
|  | <u>MHRD (407)</u><br>Project                             | The subject is to provide an understanding to the Field Work and practical proficiency the student acquires.  |

## Diploma in Financial Management

### Programme Outcome:-

This is one year postgraduate course leading to diploma in Financial Management. This course is helpful to the students who wish to acquire expertise knowledge in Finance. Students who want to pursue MBA studies can also benefit from this course. Existing employees in finance can keep themselves abreast of the latest developments in the fields of financial management and can improve their efficiency.

### Specific Outcome:-

Acquaint students with the process of Managing and marketing of the Financial Services.

### Course Outcome

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| D.F.M | Paper-I<br>Management and Marketing<br>of Financial Services | Student learns Financial Instruments, Capital Market Instruments, Stock Exchange, Call Money Market, Debts Instruments, Hiring Capital, Venture Capital, Merchant Banking, Users of Financial services, Regulatory Framework, Market Segmentation and Mixed Financial Services, Marketing Research in Financial Services. |
|       | Paper-II<br>Cost Accounting                                  | Student learns Meaning and uses of Cost Accounting, Various Cost Concepts, Element of Cost-Material, Methods of Costing, Budgets and Budgetary control, Standard Costing and Variance Analysis, Absorption costing.   |
|       | Paper-III<br>Management Accounting                           | 1. Execution of variance analysis, implementation of responsibility accounting and management control system.<br>2. Set up and use a scheme of cost allocation and accounting for overhead  |

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|  |   | <p>costing.</p> <p>3. Analysis and Preparation of Cash Flow and Fund flow statements.</p> <p>4. Able to raise finance from different sources and different institutions.</p>   |
|  | <p>Paper-IV<br/>Investment, Tax Planning and Portfolio Management</p> | <p>Students will be able to generate income by selecting appropriate investment options.</p> <p>Recognize potential opportunities for tax saving and tax planning.</p> <p>Understand market up and downs.</p> <p>Demonstrate strong interpersonal communication skills that build relationships with clients over time.</p> <p>thoroughly research and analyze tax codes, tax laws, ruling and interpretations providing for adaptability as tax laws changes over time.</p> <p>make sound investment decisions in the context of Portfolio management.</p> <p>learn to measure risk and return, value equity and bonds and various strategies followed by investment practitioners.</p> |

## Diploma in Business Management

### Programme Outcome:-

This is one year postgraduate course leading to Diploma in Business Management. This Course is helpful to the students who wish to join the management cadre. Students who wish to pursue MBA studies can also benefit from this course. Existing employees can keep themselves abreast of the latest developments in the field of management and can improve their efficiency.

### Specific Outcome :-

#### Course Outcome

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| D.B.M. | Paper-I<br>Principles of Management | Student learns Concept of Management, Levels of Management, Professional Management, Management Planning, Organizing, Delegation of Authority,   |
|        | Paper-II<br>Financial Management    | <ol style="list-style-type: none"><li>1. Demonstrate an understanding of the overall role and importance of the finance function.</li><li>2. Analyze financial statements using standard financial ratios of liquidity, activity, debt, profitability, and market value.</li><li>3. Apply techniques to project financial statements for forecasting long-term financial needs.</li><li>4. Explain the role of short-term financial management, and the key strategies and techniques used.</li><li>5. Identify the major sources of short-term financing available to the firm.</li><li>6. Apply future value and</li></ol> |

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|  |  | <p>present value concepts to single sums, mixed streams, and annuities.</p> <p>7. Apply time value, risk, and return concepts.</p> <p>8. Identify relevant cash flows for capital budgeting projects and apply various methods to analyze projects.</p> <p>9. Apply techniques for estimating the cost of each component of the cost of capital and understand how to assemble this information into a cost of capital.</p> <p>10. Explain the concept of leverage and the benefits and costs associated with debt financing.</p> <p>11. Identify the various long-term sources of funds for a firm.</p> |
|  | Paper –III<br>Marketing and Sales Management           | Student learns General Marketing Function, Forecasting, Marketing Research, Sales Management, Advertising and International Marketing.   |
|  | Paper-IV<br>Office Management                          | Student learns Scientific Office Management, Office Work, System Study Approach, Systems Manuals, Office Service, Office Layout and Office Equipments.   |
|  | Paper-V<br>Industrial Relations and Labour Legislation | <p>1. To help the students to understand the concept of Labour Relations and Labour Welfare</p> <p>2. Applications of Labour Laws in practice</p>  |

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|  | Paper-VI<br>Personnel Management | Student learns about Perspective of Personnel Management, Manpower planning, Selection, Recruitment and Indoor policies, Wage policies, Stabilization and motivation, Wage policies, Grievances handling, Problems of Personnel Management. |
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## Diploma in Marketing Management

### Programme Outcome:-

This is one year postgraduate course leading to diploma in Marketing Management. Students who wish to pursue marketing as their career as well as those who are already working in the marketing field can benefit immensely in the field of Marketing by joining this course.

### Specific Outcome :-

Students who completed this course they are able to go as a Marketing Manager in Marketing Management Field, they are able to understand the business strategies to perform the business successfully.

### Course Outcome

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| DMM | Paper-I<br>Principles of Marketing          | Student learns Marketing Process and Marketing Functions, Evolution of Marketing, Other Functional areas of Marketing Organization, Marketing System and Environment, Social Oriented Marketing, Geographical Volume Based and Transaction based Markets, Classification of Marketing consideration, Marketing Mix. |
|     | Paper-II<br>Marketing Research and Planning | Student learns Market Research and Marketing Research, Problems in Marketing Research, Research Report, Techniques of Research Proposal, Marketing planning, Internal Scanning of Firm setting and Formulating a Functional Plans, Controllable and uncontrollable variables searching marketing strategy.          |

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|  | Paper-III<br>Consumer Behaviour               | Student learns Nature and Characteristics of Indian Consumer, Consumer Decision Process, Attitude Formation and Change, Personality in Relations, and cultural influences on consumer behaviour, groups dynamics, leadership process, and influences on consumer behaviour, Family Life Cycles, Diffusion of Innovation, Cognitive Dissonance, Models of Consumer Behaviour. |
|  | Paper –IV<br>Advertising Management           | Student learns Economic, Social, Legal and Ethical Aspects of Advertising, Elements of Marketing Mix Advertising, Advertising Appeals, Advertising Media and Media classification, Approaches and procedure for determining Advertising budget, Advertising Research Recognition and Recalled Test, An Advertising Agencies in India.  |
|  | Paper-V<br>Marketing in Special Fields        | Student learns Agricultural Marketing, problems and remedial measures to regulate Market in India, Co-operative Marketing, Marketing Services, Growths in Service Markets, Service Marketing in India, Marketing Mix, International Marketing, Marketing Environment and International Marketing decisions.  |
|  | Paper-VI<br>Sales and Distribution Management | Student learns Sales Management, Management of Sales force, Recruitment-Selection-Training, Sales Forecasting, Sales Policy and planning, Sales Budget and   |



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|  |  | Sales Analysis, Distribution Management Channels, Co-operation Conflict and modifications, Physical distribution, system interaction with other elements. |
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## Diploma in Taxation

### Programme Outcome:-

This is one year postgraduate course leading to Diploma in Taxation. This course is helpful to the students who wish to acquire expertise knowledge in taxation. Existing practitioner in the field of taxation can keep them abreast and can improve their efficiency and the students who wish to join the profession of tax consultancy may join this course.

### Specific Outcome:-

To impart knowledge about the concepts, provisions and justification of Income Tax and Wealth Tax in India

### Course Outcome:-

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| D.Tax. | Paper-I<br>Direct Taxes                 | The student will be able to utilize the skills and apply it to set up business and solve the problems related to it. .   |
|        | Paper-II<br>Indirect Taxes              | Students will be able to recognize the key Acts, International Laws about Patents, Negotiable Instruments ( & banking transactions) with added knowledge of Insurance and Consumer Protection Act providing the in depth access and knowledge to the routine business activities |
|        | Paper-III<br>Business and Economic Laws | Enable with the knowledge in the practical application of accountancy  |
|        | Paper-IV<br>Elements of Commerce        | Able to analyze the business financial position.   |