Course Code	MB18HR01	Course Name	Manpower Planning, Recruitment and Selection	Course Category		Foundation Course	L	T	P	C
							2	0	2	3

Pre-requisite Courses	NA	Co-requisite Courses	NA	Progressive Courses	NA
Course Offering Department	MBA		Data Book / Codes/Standards		

Course Learning Rationale (CLR): *The purpose of learning this course is to:*

Learning   **Program Learning Outcomes (PLO)**

		1	2	3	1	2	3	4	5	6	7	8	9	10	11	12
CLR-1 :	Understand about the various perspectives prevailing in Manpower Planning															
CLR-2 :	Analyze the best practices in Human Resource Planning, Recruitment and Selection															
CLR-3 :	Classify the need for Recruitment, outsourcing and Headhunting															
CLR-4 :	Understand the process of Selection and Various Tests.															
CLR-5 :	Learn the technique of Talent Engagement, Talent Management and Succession Planning															
CLR 6:	Understand the importance of HR Planning, Recruitment in Organizational effectiveness`															

Column headers for PLO / CLO table:
- *Level of Thinking (Bloom)*
- *Expected Proficiency (%)*
- *Expected Attainment (%)*
- Effective communication skills
- Initiate critical thinking
- Resources analysis for organizations
- Familiarize organizations and its stakeholders
- Integrate functional knowledge with strategic skills
- Comprehend effectively in globalized environment
- Practice business ethics with integrity
- Enhance careers and commitment
- Instigate entrepreneurial drive
- Application of multidisciplinary knowledge comprising of finance, operations, system, marketing and human resources management to integrate business projectsPSO - 1
- Usage of business metrics to evaluate business projects to develop growth strategies PSO - 2
- Authorize the students to innovate and execute the business idea during the challenging business situation PSO – 3

Course Learning Outcomes (CLO): *At the end of this course, learners will be able to:*

		Level of Thinking (Bloom)	Expected Proficiency (%)	Expected Attainment (%)	1	2	3	4	5	6	7	8	9	10	11	12
CLO-1 :	Apply the conceptual knowledge of Human Resource Planning in managing the work force	2	60	50	H	M	H	M	L	M	M	M	L	M	H	L
CLO-2 :	Analyze the various models involved in manpower planning, barriers and Competency models	2	80	70	L	H	L	L	M	M	M	L	L	M	H	H
CLO-3 :	Analyze the Recruitment process, Recruitment outsourcing and E-recruitment	1	80	75	M	H	L	L	M	M	L	L	L	M	H	M
CLO-4 :	Learn the techniques of Selection and Training	2	80	70	M	H	M	L	M	M	L	L	L	M	H	H
CLO-5 :	Implement, evaluate and control the process Talent Engagement	3	90	80	M	H	H	L	M	M	L	L	L	M	H	L
Overall	Gain Knowledge in the field of HR to Plan, Recruit, select, the Human Resource	3	90	80	H	L	H	M	H	M	H	M	L	H	M	H

Duration (hour)		9	9	9	9	9
S-1	SLO-1	Introduction to Manpower Forecasting	Introduction to manpower plan	Sourcing and Recruitment	Selection	Talent Engagement
	SLO-2	Definition	Developing a manpower plan	Definition	Various tests	Introduction
S-2	SLO-1	Necessity for Forecasting	Qualitative side of manpower planning	Advantages	Introduction	Definition- Fully engaged talent
	SLO-2	Steps in Forecasting	Behavioural event interviewing	Barriers	Selection Process	Importance and Driving factors
S-3	SLO-1	Demand and Supply Forecasting	Standard interviews	Sources of candidates	Selection Methods	Engagement Levels
	SLO-2	Demand Forecasting Techniques	Competency mapping	Sources of recruitment	Psychological Tests	Model involved
S-4	SLO-1	Forecasting Accuracy	Skill Inventory	Attracting candidates	Mental Stability Test	Process fpr improving talent engagement
	SLO-2	Benefits of Forecasting	Problems in manpower Planning	Techniques	Types of Tests	Talent engagement vs performance and retention
S-5	SLO-1	Introduction to manpower Planning	Sample Manpower Plan	E-recruitment	Importance	Entrepreneurship
	SLO-2	Introduction to Recruitment	Competency Mapping procedures	Person Specification	Validity of Tests	Inrapreneurship employer branding related
S-6	SLO-1	Introduction to Selection	Steps in competency mapping	Online recruitment	Reliability	Career Management

	SLO-2	Strategic Staffing	Advantages	Employee referrals	Intrepreting Test results	Introduction
S-7	SLO-1	Techniques	Barriers	Advantages	Psychometric test	Process
	SLO-2	HR Planning Process	Models	Recruitment Process	Online Test	Career Dynamics
S-8	SLO-1	Barriers to HR Planning Process	Data Collection	Process outsourcing	Interviews and Final stage induction	Career management policies
	SLO-2	Job Analysis	Introduction to data collection to mapping	Head Hunting	Benefits	Career planning process
S-9	SLO-1	Job Description	Methods of data collection	Techniques	Documentation and types of induction	Tips for successful career planning
	SLO-2	Person Specification	Developing competency models from raw data	Barriers to good head hunt	On the Job training	Talent Management and succession planning

Learning Resources	Manpower planning and the development of human resources by Thomas Henry Patten published by Wiley–Interscience, 1971	Dessler Human Resource Management, Pearson Education Limited, 14th Edition, 2015. Bisvvajeet Pattanayak, Human Resource Management, Prentice - Hall India, 2005

Learning Assessment

	Bloom's Level of Thinking	Continuous Learning Assessment (50% weightage)								Final Examination (50% weightage)	
		CLA – 1 (10%)		CLA – 2 (15%)		CLA – 3 (15%)		CLA – 4 (10%)#			
		Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice
Level 1	Remember Understand	20	10	25	5	30	0	35	5	30	0
Level 2	Apply Analyze	30	10	35	5	40	0	30	0	40	0
Level 3	Evaluate Create	20	10	25	5	30	0	30	0	30	0
	Total	100 %		100 %		100 %		100 %		100 %	

CLA – 4 can be from any combination of these: Assignments, Seminars, Tech Talks, Mini-Projects, Case-Studies, Self-Study, MOOCs, Certifications, Conf. Paper etc.,

Course Designers

Experts from Industry	Experts from Higher Technical Institutions	Internal Experts
Mr.Govardan- GM (HR), Rane Group	Dr.K.Latha, Chandasekara University, Kanchipuram	Mr.Vijay Raja, Assistant Professor, SRMSOM
Mr.Rathinavel Rajan- Head-HR, Ball beverages India Ltd	Dr.Thenmozhi, Professor, University of Madras	Dr.Santhanalakshmi, Head – Human Resources , SRMSOM