

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI

COURSE PLAN (June - November 2026)

Department : MA HRM
Name/s of the Faculty : Dr. Indumathi MK
Course Title : Human Resource Management
Course Code : 23HR/PC/HM14
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	recall and translate the knowledge on HR concepts to explain its relevance in organisation.	K1,K2
CO2	apply the methods and concepts for effective HR planning.	K3
CO3	illustrate training programs to enhance employee skills and performance.	K4
CO4	examine approaches to motivate diverse workforce for personnel and organisational growth	K5
CO5	formulate innovative practices and strategies for cordial industrial relations.	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	1	Introduction 1.1 Introduction of Human Resources Management	K1,K2	1	CO1-5	Lecture	Seminar
Jun 23 – July 1, 2026 (Day Order 1- 6)	1	1.1 Definition, Importance of Human Resources. 1.2 Objectives of Human Resources Management, Qualities of a good personnel managers 1.3 Evolution and growth of Personnel Management in India	K1,K2 K1,K2 K3,K4	1 3 2	CO1-5	Lecture, presentation	Classroom discussions
July 2 – July 8, 2026 (Day Order 1- 6)	1 2	1.3 Evolution and growth of Personnel Management in India 1.4 Human Resource Policies: Need, type and scope and Advantages Human Resource Planning 2.1 Human Resources Planning: Significance and Objectives of Human Resource Management	K3,K4 K5,K6 K1-K4	2 1 2	CO1-5	Lecture, presentation, discussion, Case study	Classroom discussions

July 9 – 16, 2026 (Day Order 1- 6)	2	Long and Short-term planning, Job Analysis, Skills inventory, Job Description and Job Specification	K1-K4	2	CO1-5	Lecture, presentation, discussion, Case study	Component I – 10 Marks (Quiz on recruitment methods)
		2.2 Recruitment and selection: Purposes, types and methods of recruitment, Relative merits and demerits of the different methods	K1-K6	3			
July 17 – 24, 2026 (Day Order 1- 6)	2	2.3 Selection - Purposes, process and types of test	K1-K6	2	CO1-5	Lecture, presentation	discussions
		2.4 Functions and Scope of Human Resource Management from Procurement to Separation: Placement, Induction, Transfer, Promotions, Disciplinary actions, Termination	K1-K6	2			
		2.5 Services: Resignation, Dismissal, Retrenchment and Voluntary Retirement Schemes, Exit Interviews, Prevention of employee turnover	K1-K6	2			
July 25 – 28, 2026 (Day Order 1- 3)	3	Developing Human Resource3.1 Orientation and Placement	K1-K3	1	CO1-5	Lecture, presentation, discussion	Test
		3.2 Training: Importance, Need & Types, Training Methods- On-the Job	K1-K6	2			

July 29 – Aug 3, 2026	C.A. Test – I						
Aug 4 - 6, 2026 (Day Order 4 - 6)	3	3.2 Off- the Job	K1-K6	2	CO1-5	Lecture, presentation, discussion	Classroom discussions
Aug 7 – 14, 2026 (Day Order 1- 6)	3	3.3 Training: Methods of Executive Development Programs	K1-K6	4	CO1-5	Lecture, presentation, discussion	Test
		3.4 Performance Appraisal: Concept, Objectives	K1-K6	2			
Aug 17 - 24, 2026 (Day Order 1- 6)	3	Methods of Performance Appraisal	K1-K6	2	CO1-5	Lecture, presentation, Field work	Component II- 20 Marks (Chart work on executive development methods)
	4	Motivating and Compensating Human Resource 4.1 Motivation: Meaning and Importance, Motivation Theories - Vrooms, Porter lawler model	K1-K6	3			
Aug 25 – Sep 2, 2026 (Day Order 1- 6)	4	4.2 Compensation: Factors to be considered for Determination of Wages and Salaries, Types: Monetary and Non-Monetary	K1-K6	4	CO1-5	Lecture, presentation, discussion, Video	Classroom discussions

		4.3 Employees Welfare Programmes: Statutory and Non-Statutory welfare	K1-K6	2			
Sep 3 – 11, 2026 (Day Order 1- 6)	4	4.4 Incentives and Perquisites: Importance and types. 4.5 Fringe Benefits: Meaning, Need, Objectives and Types	K1-K6 K1-K5	2 2	CO1-5	Lecture, presentation, discussion, Video	Component III-20 Marks (Interview with HR regarding incentives)
Sep 15-17, 2026 (Day Order 1 - 3)	5	HRM Audit 5.1 HR Audit: Nature and Scope	K1,K2	2	CO1-5	Lecture, presentation	Classroom discussions
Sep 18 –23, 2026	C.A. Test – II						
Sep 24 - 28, 2026 (Day 4 – 6)	5	5.2 Approaches to HR Audit	K3,K4	2	CO1-5	Lecture, presentation, activity	Test
Sep 29 – Oct 7, 2026 (Day Order 1 - 6)	5	5.3 Management of Differences: Grievance Handling: Discipline and Domestic Enquiry 5.4 Handling of Sexual Harassment in the Work Place	K3-K6 K3-K6	4 2	CO1-5	Lecture, presentation, Case study	Class room discussions
Oct 8 - 14, 2026 (Day Order 1 - 6)	5	5.5 Industrial Relations: Current Trends and Issues in HRM and	K1-K6	6	CO1-5	Lecture, presentation, activity	Test

		Case Studies					
Oct 15 - 21, 2026 (Day Order 1- 4)	REVISION						

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI**COURSE PLAN (June - November 2026)**

Department : M.A HRM
Name of the Faculty : Dr.R.Manimalar
Course Title : Organisational Behaviour
Course Code : 23HR/PC/OB14
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	explain various organisation models to plan innovative strategies in organisation	K1
CO2	summarize the significance of individual and group behaviour in an organization	K2
CO3	develop frameworks to effectively resolve conflicts, develop organizational culture and climate in creating a diverse environment.	K3,K4
CO4	examine the motivation theories in fostering organisation development	K5
CO5	implement appropriate leadership theories and styles to combat in dynamic work environment	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	1	Introduction Fundamental Concepts: Nature of People, Nature of Organisation	K1,K2	1	CO1-5	Lecture	Quiz
Jun 23 – July 1, 2026 (Day Order 1- 6)		Organisation Behaviour Models of Organisational Behaviour:Autocratic, Custodial, Supportive, Collegial. Nature and Importance of Workforce	K1,K2 K3-K6 K1-K4	1 3 1	CO1-5	Lecture & Video Presentation	Debate
July 2 – July 8, 2026 (Day Order 1- 6)		Scope of Behaviour of Workforce in an Organisation. Basic Concepts and New Challenges in Managing WorkForce.	K1-K4 K1-K6	2 3	CO1-5	Lecture & Video Presentation	Seminar
July 9 – 16, 2026 (Day Order 1- 6)		Challenges and Opportunities to OB: Responding to Globalisation, Managing	K1-K3	2	CO1-5	Lecture & Video Presentation	Test

	2	Workforce Diversity. Foundation of Individual and Group Behaviour Individual Behaviour: Environmental Factors Affecting Individual Behaviour. Personality: Definition	K1-K4 K1-K4	2 1			
July 17 – 24, 2026 (Day Order 1- 6)		Personality Traits, Types Perception: Meaning and Definition, Factors Influencing Perception.	K1-K4 K1-K4	2 3	CO1-5	Lecture & Video Presentation, Case Study	Component – I (15 marks) Role Play- Depicting different types of Personality in workplace.
July 25 – 28, 2026 (Day Order 1- 3)		Group Behaviour, Nature of Work Groups, Group Cohesiveness, Group Performance and Group Norms, Stages of Group Development. Formal Groups and Informal Groups in Organisation	K1-K4 K3-K6	3 2	CO1-5	Lecture & Video Presentation, Case Study	Quiz

Aug 17 - 24, 2026 (Day Order 1- 6)		Stress: Nature of Stress, Causes and Consequences of Stress, Managing Stress in Workplace Group Dynamics.	K1-K6	4	CO1-5	Lecture & Video Presentation	Quiz
Aug 25 – Sep 2, 2026 (Day Order 1- 6)	4	Motivations in Organisations Moods, Emotions and Emotional Intelligence: Importance and Components. Attitudes and Values: Attitude-Behaviour Relationship, Sources of Attitude, Work related Attitudes.	K1-K5 K1-K5	3 3	CO1-5	Lecture & Video Presentation	Mime
Sep 3 – 11, 2026 (Day Order 1- 6)		Motivation: Maslow’s Need Hierarchy, Herzberg’s Two Factory Theory and ERG Theory, McClelland, Reinforcement Theory and Vroom’s Expectancy Theory Techniques of	K1-K6 K1-K4	4 1	CO1-5	Lecture & Video Presentation	Component – III(15 marks) Assignment on Personal Motivation Reflection

		motivation, Reinforcement and Punishment.					
Sep 15-17, 2026 (Day Order 1 - 3)	5	Motivation and Organization reward system, Awards, Employee Empowerment and Engagement. Leadership in Organisation Leadership: Importance and Skills of Leadership	K1-K4 K1-K2	2 2	CO1-5	Lecture & Video Presentation	Classroom Discussion
Sep 18 –23, 2026	C.A. Test - II						
Sep 24 - 28, 2026 (Day 4 – 6)		Power and Politics: Sources of Power, Political Behaviour in Organisations, Managing Politics	K1-K4	2	CO1-5	Lecture & Video Presentation	Debate

Sep 29 – Oct 7, 2026 (Day Order 1 - 6)		Leadership Styles: Autocratic, Democratic, Laissez- faire, Transformational, transactional	K1-K6	3	CO1-5	Lecture & Video Presentation, Case Study	Quiz
		Leadership Theories: Behavioural and Contingency theories	K1-K6	3			
Oct 8 - 14, 2026 (Day Order 1 - 6)		Conflict and Negotiation: Sources and Types of Conflict,Negotiation Strategies and Negotiation Process	K1-K6	3	CO1-5	Lecture & Video Presentation, Case Study	Skit
Oct 15 - 21, 2026 (Day Order 1- 4)	REVISION						

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI
COURSE PLAN COURSE PLAN (June - November 2026)

Department : MA HRM
Name of the Faculty : Dr.P.VIJAYALAKSHMI
Course Title : FINANCIAL CONCEPTS
Course Code : 23HR/PC/FC14
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	Describe the meaning, significance and scope of financial concepts in an entity	K1,K2
CO2	Apply financial concepts to maximize the wealth and profit of the shareholders in combating social and economic progress	K3
CO3	Classify various bank accounts and e-transaction procedures to act professionally	K4
CO4	Evaluate time value of money, insurance and tax planning to stimulate learning opportunities for effective financial and managerial planning	K5
CO5	Design managerial approaches which are concerned with planning and controlling of the firm's financial resources	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	1	Meaning of Finance, Money, Income, Expenditure, Savings	K1,K2	1	CO1-5	Board and Chalk	Group Discussion
Jun 23 – July 1, 2026 (Day Order 1- 6)	1	Terms- Accounts, Book-Keeping, Transactions, Journal and Ledger	K1-K6	3	CO1-5	Board and Chalk	Assignment on Journal and Ledger entries
		Introduction to Trading, Profit and Loss Account and Balance Sheet (Sums included)	K1-K6	2			
July 2 – July 8, 2026 (Day Order 1- 6)	1	Introduction to Trading, Profit and Loss Account and Balance Sheet (Sums included)	K1-K6	6	CO1-5	Board and Chalk	Assignment on P&L and Balance Sheets
July 9 – 16, 2026 (Day Order 1- 6)	2	Banking Terms: Deposit, Clearing, Credit, Debit, Passbook, Tenure, Maturity	K1,K2	2	CO1-5	Presentation	Component 1 Portfolio Analysis - Students will compare and contrast the financial positions of any two companies of different sector (20 Marks)
		Savings Bank Account-Facilities.	K3-K6	2			
July 17 – 24, 2026 (Day Order 1- 6)	2	Fixed Deposit Account-Meaning, Features and Method of Operation. Recurring Deposit Account-Meaning, Features and Method of Operation	K3-K6	5	CO1-5	Presentation	Group Discussion

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
July 25 – 28, 2026 (Day Order 1- 3)	2	Crossing of Cheque	K3-K5	2	CO1-5	Presentation	Class Activity on understanding Cheque processing
July 29 – Aug 3, 2026	C.A. Test - I						
Aug 4 - 6, 2026 (Day Order 4 - 6)	2	Demand Draft- Meaning, Procedure for getting Payment and Receipt through Banks	K1-K5	2	CO1-5	Presentation	Component 2 Collage or Model Making - Students will use creative ideas to demonstrate various financial terms. (20 Marks)
Aug 7 – 14, 2026 (Day Order 1- 6)	3	Net Banking, Online Payments, Credit Cards and Debit Cards - Usage, Cash Withdrawals, Mobile Money	K1-K5	5	CO1-5	Presentation	Group Discussion
Aug 17 - 24, 2026 (Day Order 1- 6)	3	Basics of Crypto currency - Public/private keys, transactions, mining	K1-K4	5	CO1-5	Presentation	Seminar
Aug 25 – Sep 2, 2026 (Day Order 1- 6)	3	Bitcoin in practice – Bitcoin, online wallets, sending/receiving, paper wallets/cold storage.	K3-K6	6	CO1-5	Presentation	Quiz
Sep 3 – 11, 2026 (Day Order 1- 6)	3	Loans: Meaning, Importance, Needs and Types Repayment: Meaning and Methods	K1-K4 K1-K6	3 3	CO1-5	Presentation	Group Discussion

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Sep 15-17, 2026 (Day Order 1 - 3)	4	Investment Common Terms- Stock, Shares/Stock/Equity, SENSEX, NIFTY, Dividends, IPO, DEMAT Account, Investing through Mutual Funds, Stocks	K1-K6	3	CO1-5	Board and Chalk	Group Activity
Sep 18 –23, 2026	C.A. Test - II						
Sep 24 - 28, 2026 (Day 4 – 6)	4	Time Value of Money: Meaning and Importance, Compounding, Power of Compounding, Interest (Basic Sums)	K1-K6	3	CO1-5	Presentation	Assignment on Time Value of Money
Sep 29 – Oct 7, 2026 (Day Order 1 - 6)		Time Value of Money: Meaning and Importance, Compounding, Power of Compounding, Interest (Basic Sums) Insurance – Common Terms: Insurer, Insured, Risk, Premium, Sum Assured, Sum Insured, Claim, Insurance Policy, Types of Insurance-Working of Insurance	K1-K6 K1-K5	4 2	CO1-5 CO1-5	Presentation	Component 3 Project - Students will collect details about the insurance policies and tax filings made by their family members (10 Marks)

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Oct 8 - 14, 2026 (Day Order 1 - 6)		Taxation- Meaning and Importance, Types of tax – Direct, Indirect, GST, Method of Collection/ Payment, Terms – PAN, TDS, Returns, Rights and Obligation of Tax Payer	K1-K5	4	CO1-5	Board and Chalk	Group Discussion
		Demonetization – Basic concepts and Need	K1-K3	2			
Oct 15 - 21, 2026 (Day Order 1- 4)	REVISION						

STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI

COURSE PLAN (June - November 2026)

Department : MA. HRM
Name/s of the Faculty : Ms S JULIET SILVIYA
Course Title : LABOUR LEGISLATIONS
Course Code : 23HR/PC/LL14
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	state the development and the judicial setup of labour laws to work independently as a hr professional.	K1
CO2	demonstrate the laws related to protective, regulatory and working conditions in different settings.	K2
CO3	calculate and infer essential hr metrics like working hours, wages, gratuity, pf, esi and compensatory benefits.	K3, K4
CO4	recommend various grievance handling measures as per statutory compliance.	K5
CO5	construct schemes related to employee social security and stimulate growth opportunities.	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	Unit I	Indian Constitution 1.1 Labour Legislation: Concepts, Need, Principles.	K1-K2	1	CO1-2	Lecture, Discussion	Class Interaction
Jun 23 – July 1, 2026 (Day Order 1- 6)		1.2 History of Labour Legislations 1.3 Indian Constitution: Fundamental Rights – Article 16,19,23,24	K3,K4 K1-6	2 3	CO 3 CO1-5	Case Analysis, Lecture	Class Interaction
July 2 – July 8, 2026 (Day Order 1- 6)	Unit II	1.4 Directive Principles of State Policy- Article 38,39,41,42,43,43A,47,48 Fundamentals of Labour Legislation 2.1 Social Security, Social Insurance, Social Assistance Schemes, Social Security Legislation.	K1-K6 K1-K2	3 2	CO1-5 CO1-2	Presentation, Collaborative Learning	Component I 15 Marks Quiz on Indian Constitution
July 9 – 16, 2026 (Day Order 1- 6)		2.2 Codes of Labour Legislations in India 2.3 International Labour Organisation (ILO) –	K1-K4 K1-K6	3 2	CO1-4 CO1-5	Lecture, Group Discussion	Seminar

		Meaning, Aim, Principles, Structure and Functions					
July 17 – 24, 2026 (Day Order 1- 6)	Unit III	Protective Labour Legislation: Introduction, Overview, Amendments 3.1 Factories Act, 1948	K1-K6	5	CO1-5	Case Study, Participatory Learning	Discussion
July 25 – 28, 2026 (Day Order 1- 3)		3.1 Factories Act, 1948	K1-K6	2	CO1-5	Problem Solving	Discussion
July 29 – Aug 3, 2026	C.A. Test - I						
Aug 4 - 6, 2026 (Day Order 4 - 6)		3.2 Employee Provident Fund Act, 1952	K1-K6	2	CO1-5	Lecture, Case Analysis	Component II 20 Marks Role Play on Factories Act and Sexual Harassment Act.
Aug 7 – 14, 2026 (Day Order 1- 6)		3.3 Sexual Harassment of Women at Workplace Act, 2013	K1-K6	5	CO1-5	Problem Solving, Discussion	Class Interaction
Aug 17 - 24, 2026 (Day Order 1- 6)	Unit IV	Regulative Labour Legislation: Introduction, Overview, Amendments	K1-K6	5	CO1-5	Role Play, Experiential Learning	Case Analysis

		4.1 Industrial Employment (StandingOrders) Act, 1946					
Aug 25 – Sep 2, 2026 (Day Order 1- 6)		4.2 The Contract Labour (RegulationandAbolition) Act,1970	K1-K6	5	CO1-5	Lecture, Group Activity	Case Analysis
Sep 3 – 11, 2026 (Day Order 1- 6)		4.3 Industrial dispute Act,1947	K1-K6	5	CO1-5	Case Study, Discussion	Seminar
Sep 15-17, 2026 (Day Order 1 - 3)	Unit V	Employees Security:Introduction, Overview, Amendments 5.1 The Employees’s Compensation Act,1923	K1-K6	2	CO1-5	Lecture, Problem Solving	Component III 15 Marks Mind Map on Regulative Labour Law
Sep 18 –23, 2026	C.A. Test - II						
Sep 24 - 28, 2026 (Day 4 – 6)		5.2 The Employees State Insurance Act,1948	K1-K6	2	CO1-5	Collaborative Learning	Case Analysis
Sep 29 – Oct 7, 2026 (Day Order 1 - 6)		5.3 The Maternity Benefit Act, 1961	K1-K6	5	CO1-5	Lecture, Problem Solving	Interaction
Oct 8 - 14, 2026 (Day Order 1 - 6)		5.4 Payment of Gratuity Act,1972	K1-K6	5	CO1-5	Project Based Learning	Worksheet

Oct 15 - 21, 2026
(Day Order 1- 4)

REVISION

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STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI
COURSE PLAN COURSE PLAN (June - November 2026)

Department : MA HRM
Name of the Faculty : Dr.P.VIJAYALAKSHMI
Course Title : WOMEN AND WORKSPACE
Course Code : 23HR/PE/WW15
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	Identify and discuss the basic concepts relevant to gender	K1,K2
CO2	Apply leadership styles to manage and lead diverse workforce	K3
CO3	Examine the gender inequality to display the ethical practice in workplace	K4
CO4	Evaluate the interventions and practices that promote equality, inclusion, and co-operation in the workspace	K5
CO5	Design the protective measures and programmes for the benefit of women	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	1	Sex and Gender, Gender as a Social Construct, Gender Identities; Gender Relations, Gender Sensitization	K1,K2	1	CO1-5	Board and Chalk	Group Discussion
Jun 23 – July 1, 2026 (Day Order 1- 6)	1	Gender Relations, Gender Sensitization Gender Roles and Responsibilities, Gender Stratification, Gender Stereotyping, Productive Work, Reproductive Work, Differential Access and Control Over Resources, Gender Mainstreaming	K1,K2 K1-K4	2 4	CO1-5	Presentation	Class Activity – Role play on gender stereotype
July 2 – July 8, 2026 (Day Order 1- 6)	1	Patriarchal and Ideological Constructs that Govern Status of Women Status of Women in India; Sex Ratio in India, Women in the workforce and work force participation	K3-K6	5	CO1-5	Presentation	Quiz

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Aug 4 - 6, 2026 (Day Order 4 - 6)	3	Women in the Organised Sector: workforce participation, contract labour, equal remuneration, job insecurity, challenges and issues in the organised sector	K1-K6	3	CO1-5	Presentation	Component 2 Discussion Table - Students forming two teams will debate and discuss the challenges, opportunities, pros and cons of women in both sectors (20 Marks)
Aug 7 – 14, 2026 (Day Order 1- 6)	3	Women in leadership and management positions and experiences in administration governance, managerial positions, Glass ceiling	K3-K6	5	CO1-5	Presentation	Group Discussion
Aug 17 - 24, 2026 (Day Order 1- 6)	4	Constitutional and Legal Provisions for women; Rights of Women with reference to Employment	K1-K6	5	CO1-5	Presentation	Quiz
Aug 25 – Sep 2, 2026 (Day Order 1- 6)	4	Maternity Benefit Amendment Act (2017), Sexual Harassment of Women at Workplace Act-2013	K1-K6	4	CO1-5	Presentation	Group Discussion

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STELLA MARIS COLLEGE (AUTONOMOUS), CHENNAI

COURSE PLAN (June - November 2026)

Department : MA HRM
Name/s of the Faculty : Dr. Indumathi MK
Course Title : Performance Appraisal
Course Code : 23HR/PE/PA15
Shift : II

COURSE OUTCOMES (COs)

COs	Description	CL
CO1	Describe the concepts and importance of performance appraisals	K1,K2
CO2	Apply the principles, benefits, and elements of performance management in an organization	K3
CO3	Categorize effective wage and salary structure that contribute to economic growth	K4
CO4	Compare and recommend incentive schemes, rewards and benefits to the employees	K5
CO5	Create competent counseling skills to develop employee career	K6

Week	Unit No.	Content	Cognitive Level	Teaching Hours	COs	Teaching Learning Methodology	Assessment Methods
Jun 22, 2026 (Day Order 6)	1	Introduction 1.1 Performance Appraisal – Concept, Objectives, Importance and Uses	K1-K3	1	CO1-5	Lecture	Seminar
Jun 23 – July 1, 2026 (Day Order 1- 6)	1	Appraisal-Importance and Uses 1.2 Process of Appraisal 1.3 Methods of Appraisal: Traditional and Modern Methods	K1-K3 K3-K5 K3-K6	1 3 2	CO1-5	Lecture, presentation	Classroom discussions
July 2 – July 8, 2026 (Day Order 1- 6)	1	1.3 Modern Methods 1.4 Problems in Appraisal	K3-K6 K3,K4	3 3	CO1-5	Lecture, presentation	Classroom discussions
July 9 – 16, 2026 (Day Order 1- 6)	2	Performance Management Process 2.1 Performance Management: Definition, Objectives, Needs and Importance 2.2 Performance Management Cycle	K1-K3 K3,K4	2 4	CO1-5	Lecture, presentation, discussion, Case study	discussions

July 17 – 24, 2026 (Day Order 1- 6)	2	2.3 Steps in setting performance criteria	K3-K6	4	CO1-5	Lecture, presentation	Component I – 20 Marks (Chart work on appraisal problems)
July 25 – 28, 2026 (Day Order 1- 3)	2	2.4 Competency mapping	K1-K6	3	CO1-5	Lecture, presentation, discussion	Test
July 29 – Aug 3, 2026	C.A. Test – I						
Aug 4 - 6, 2026 (Day Order 4 - 6)	3	Wages and Salary Administration 3.1 Wages: Concepts	K1-K4	3	CO1-5	Lecture, presentation, discussion	Classroom discussions
Aug 7 – 14, 2026 (Day Order 1- 6)	3	Types (Minimum Wage, Fair Wage, Living Wage) 3.2 Essentials of Sound Wage and Salary Structure	K1-K4 K3,K4	2 4	CO1-5	Lecture, presentation, discussion	Test

Aug 17 - 24, 2026 (Day Order 1- 6)	3	3.3 Factors affecting Wages and Methods of Wage Payments	K1-K6	4	CO1-5	Lecture, presentation, Field work	Component II- 10 Marks (Quiz on wages)
Aug 25 – Sep 2, 2026 (Day Order 1- 6)	4	Incentives, Fringe Benefits and Rewards 4.1 Incentives: Meaning and Essential of Sound Incentives Plans	K1-K3	2	CO1-5	Lecture, presentation, discussion, Video	Classroom discussions
		4.2 Types of Incentive Plans	K3-K6	3			
Sep 3 – 11, 2026 (Day Order 1- 6)	4	4.3 Fringe Benefits: Need, Importance and Types	K1-K3	3	CO1-5	Lecture, presentation, discussion, Video	Discussions
		4.4 Reward- Meaning, Objectives, Principles, Importance and Types	K1-K6	3			
Sep 15-17, 2026 (Day Order 1 - 3)	4	Rewards-Types	K1-K6	2	CO1-5	Lecture, presentation	Component III-20 Marks (Skit on rewards)
Sep 18 –23, 2026	C.A. Test – II						
Sep 24 - 28, 2026 (Day 4 – 6)	5	Performance Counselling and Performance Metrics	K1-K6	3	CO1-5	Lecture, presentation, activity	Test

