PROGRAMME TITLE : HUMAN RESOURCE MANAGEMENT (BASIC LEVEL)
DURATION : 12 MONTHS
ELIGIBILITY : GMGC STUDENTS

SL NO	MODULES	LEARNING HRS. (Theory)	LEARNING HRS. (Tutorials/ Projects)	LEARNING HRS. (Total)
1	HR PLANING & FORECASTING	8	8	16
2	JOB ANALYSIS & ACCOUNTING	8	8	16
3	HR POLICY AND MANUAL	8	8	16
4	RECRUITMENT AND SELECTION	12	8	20
5	TRAINING AND DEVELOPMENT	12	8	20
6	PERFORMANCE APPRAISAL	8	8	16
7	REGULATORY MECHANISMS	8	8	16
	TOTAL	**64**	**56**	**120**

Note: Tentative proposed class schedule : one class per week (2-3 hrs) - Offline & Online