MPCE-032

Human Resource
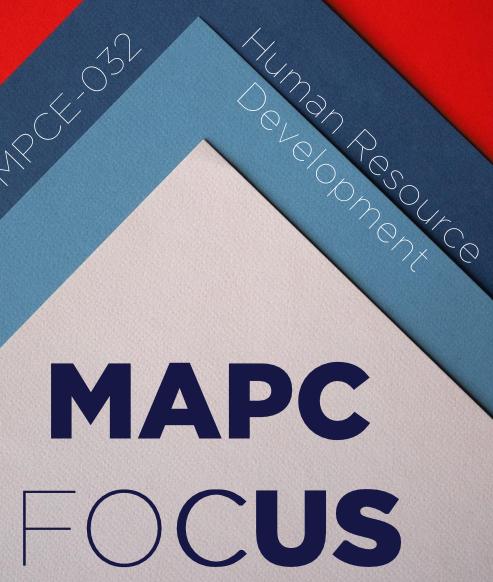Development

MAPC
FOCUS

MUST READ for Dec 2018 Exam

Please note that these are

MUST READ TOPICS

and

NOT THE ONLY READ Topics

Also, the Guesses are

not expected to be exact

I used my logic of analysis

and you can

follow it at your discretion

> Just one request....kindly don't ask for any clarification regarding this document
> Please use it as per your understanding
> Thank you!!

MUST READ for Dec 2018 Exam

HUMAN RESOURCE DEVELOPMENT
MPCE – 032

Year	Block 1	Block 2	Block 3	Block 4
June 15	10,6,6,3	10,6,3	10,6,3	10,6
	32%	24%	24%	20%
Dec 15	10,6,3	10,6,6,3	10,6,3	10,6
	24%	32%	24%	20%
June 16	10,6,3,3	10,6,6	10,6,3	10,6
	28%	28%	24%	20%
Dec 16	10,10,6,6,6	10,6	6,3	10, 3,3
	48%	20%	12%	20%
June 17	6,3	10,10,6,3	10,6,3	10,6,6
	11%	37%	24%	29%
Dec 17	6,3	10,10,10,6,6,6,3	10,3	6
	11%	65%	16%	8%
June 18	10,6,6,3	10,6,3	10,6,3	10,6
	32%	24%	24%	20%

1st Priority		2nd Priority		3rd Priority	
Block	Unit	Block	Unit	Block	Unit
1	3,4	1	**	1	1,2
2	2,3	2	1,4	2	**
3	**	3	1,2,3	3	4
4	1	4	3	4	2,4
47% of Questions		34% of Questions		19% of Questions	
37 Marks		27 Marks		15 Marks	

It has been observed that Block 1 & 2 are the most important as more than 3/5 questions in the exam comes from this only, so you should not miss these Blocks at any cost

MUST READ for Dec 2018 Exam

Block-1 Human Resource Planning
Unit 1 – Assessment of Human Resource in Organisation and Human Resource Planning
- Human Resource Planning   - Relationship of HR Strategy to Business Strategy   - Talent Inventory   - Forecasting Workforce Supply and Demand
Unit 2 – Human Resource Management
- Strategic Human Resource Management   - Strategic HRM: Some Theoretical Perspectives   - Integrating HR into Strategic Planning   - Benchmarking HR Practices
Unit 3 - People Dimensions in HR and Short Term Human Resource Planning
- Big Five Personality Traits   - Attitudes in Organisation   - Perception in Organisations   - Types of Workplace Behaviour   - Employee Choice Plans
Unit 4 - Short Term Programmes in Human Resource and Evaluation
- Short Term Programmes in Human Resource Planning   - Assertiveness Training and Interpersonal Training   - Time Management

MUST READ for Dec 2018 Exam

Block-2 Step in Human Resource Management
Unit 1 - Introduction to Human Resource Management, Planning and Management
• Functions of Human Resource Management • The Objectives of Human Resource Management • Aims of Human Resource Planning • Common Activities of Management • Principles of Management • Management as a Social Process
Unit 2 - Training and Development
• Need for Training and Development • Cognitive Methods • The Assessment of Training Needs • Training and Development Methods
Unit 3 - Workforce Diversity and Multicultural Factors
• Diversity in Organisations • The Value of Diversity • Characteristics of Multicultural Organisation • Stages in the Creation of a Multicultural Organisation
Unit 4 - Globalisation and Changing Economy and their Effects on HRM
• Globalisation • HRM: Role in Changing Environment • Dilemmas Faced By HR Head • Future Role of HR Professionals

MUST READ for Dec 2018 Exam

Block-3 Human Resource Laws
Unit 1 - Intellectual Property Rights
• Objective of Intellectual Property Rights • Emerging Issues of Intellectual Property Rights • Significance of Intellectual Property Rights
Unit 2 - Labour Laws (Indian and International)
• The Industrial Disputes Act (1947) • Minimum Wages Act (1948) • Child Labour Act (1979) • Objectives of the International Labour Organisation (ILO) • Core Conventions
Unit 3 - Laws Related to Work Place Violence and Harassment
• Effects of Work Place Violence • Preventing and Stopping Work Place Violence • Work Place Harassment • Sexual Harassment in Work Place
Unit 4 - Laws Related to Human Rights Violation
• Laws Related to Human Rights in India • Human Rights Violation • Strategies, Laws and Responses against Human Rights Violation

MUST READ for Dec 2018 Exam

Block-4 Importance of HR Planning
Unit 1 - Goals and Objectives of Human Resource Planning, Corporate Social Responsibility
- Goals and Objectives of Human Resource Planning   - Factors Affecting Human Resource Planning   - Concept of Corporate Social Responsibility (CSR)
Unit 2 - Business Strategy and Operational Strategies (Technology and Innovation in Hrs)
- Concept of Corporate Social Responsibility (CSR)   - Role of Human Resource Professionals in Business Strategies   - Operational Strategies in a Business Plan
Unit 3 - Retention of Qualified and Technical Personnel (Competency Mapping and Performance Appraisal)
- Performance Appraisal   - Methods of Performance Appraisals
Unit 4 - Planning Investment in Development (Including Corporate Counseling)
- Human Resource Development (HRD)   - Concept of Human Resource Development   - Strategies of Human Resource Development