

ANDHRA UNIVERSITY
B.A DEGREE COURSE IN IR
(Industrial Relations)
I SEMESTER
SEMESTER SYSTEM WITH CBCS
(Effective from the Academic Year 2020-21)

SYLLABUS

Semester I – Core I – IR - I

Objective: to enlighten the students with the Concepts and Practical applications of Industrial Relations.

Unit – I: Industrial Relations: Scope and Significance – Causes and Consequences of Industrial Disputes – Recent Trends in Industrial Relations.

Unit—II: Trade Unions: Trade Union Structure and Movement in India – Changing Role in the Context of Liberalisation.

Unit – III: Promotion of Harmonious Relations – Machinery for Prevention and Settlement of Industrial Disputes – Conciliation – Arbitration and Adjudication – Code of Discipline.

Unit-IV: The Industrial Disputes (central) Rules 1957 Contemporary Trends in Industrial Relations - Cooperation and Conflict Management

Unit – V: Collective Bargaining (CB) – CB Practices in India – Participative Management Forms and Levels – Schemes of Workers’ Participation in Management in India.

Reference Books:

1. Venkat Ratnam, C.S. – Industrial Relations, Oxford University Press.
2. SC Srivathava, Industrial Relations and Labour Laws, Vikas, ND.
3. M.Arora: Industrial Relations, Excel Publications.
4. P.R.N.Sinha, Indu Bala Sinha and Seema Priyadarshini Shekar, “Industrial Relations, Trade Unions and Labour Legislation”, Pearson Education, New Delhi.
5. Ratna Sen, “Industrial Relations in India”, Macmillan India Ltd. New Delhi.

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BA – I Semester
IR Model Question Paper
Subject : IR

Time : 3 Hrs

Max. Marks : 75

INDUSTRIAL RELATIONS

PART – A

Answer any Five Questions

5 x 5 = 25

1. What do you mean by industrial relations.
2. Industrial Disputes.
3. What are trade unions.
4. What is conciliation board.
5. Harmonious Relations.
6. Code of Discipline.
7. Conflicts
8. Collective Bargaining.

Part-B

Answer the following questions

5 x 10 = 50

9. Emphasize the significance of industrial relations and elaborate the IR problems in the public sector.
Or
What are the Causes and Consequences of Industrial Disputes.
10. What is the importance of trade unions in the Context of Liberalisation.
Or
Examine the growth of trade unions in the recent past.
11. Explain the causes for industrial disputes and examine its impact on industrial relations.
Or
Explain the duties and powers of conciliation officers, works committee and boards of conciliation in settlement of industrial disputes.
12. Explain the significance of contemporary trends in Industrial Relations
Or
Briefly explain the importance of Discipline in Industry and Measures for dealing with Indiscipline.
13. Outline the relevance of Collective Bargaining in Indian industry.
Or
What are the various Schemes of Workers' Participation in Management.

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II SEMESTER
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SYLLABUS

Semester II – Core II – IR - II

ORGANISATIONAL BEHAVIOUR

Objective : To familiarize aspects related to human behaviour in the organisational context.

Unit-1: Evolution of Organizational Behaviour – Definition and History of the field - Personality and behaviour in organization

,Unit 2: Foundations of Individual Behaviour Formal and informal organization, organization chart, organization structure, types, Line and staff authority, departmentalization, delegation of authority

Unit-3: Motivation at Work; Theories on Motivation: Theory of Human Motivation, Mc-George Theory X and Theory Y, Herzberg's Two Factor Theory of work Motivation, Delegation, Meaning of Authority and Power Leadership; Theories Of Leadership Styles of Leadership.

Unit-4: Organisational Behaviour Concept of Human Behaviour: Nature of People, Value of Person, Ethical Treatment Nature of Organisation Behaviour, Concept of Self Theory, Meaning of Personality, Determinants of Personality, interpersonal Behaviour.

Unit-5: Group Behaviour: Concept of Group and Group Dynamics, Types of Groups, Formal Group, Informal Group; Concept of Group Behaviour, Group Norms, Group Cohesion, Inter-Group Behaviour, Group Decision-Making

Reference Books:

1. A. Pardhasardhy & R. Satya Raju: Management Text and Cases, Prentice Hall of India.
2. Prem Vrat, KK Ahuja & PK Jain, Management Cases, Vikas, New Delhi.
3. Peter F Drucker, The Practice of Management, McGraw Hill.
4. Udai Pareek, Organizational Behaviour, Oxford University Press.
5. Aswathappa K, Organisational Behaviour, Himalaya, Mumbai.

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BA – II Semester
IR Model Question Paper
Subject : OB

Time : 3 Hrs

Max. Marks : 75

ORGANISATIONAL BEHAVIOUR

PART – A

Answer any Five Questions

5 x 5 = 25

1. Define organization Behaviour.
2. List the types of personality.
3. Differentiate between leader and manager.
4. Write the scope of OB.
5. Determinants of Personality.
6. Formal Group.
7. Concept of Group Behaviour.
8. Group Cohesion.

Part-B

Answer the following questions

5 x 10 = 50

9. Describe the Theories of Motivation
Or
Discuss the Evolution of Organizational Behaviour in detail.
10. Discuss the evaluation of Organizational Behaviour,
Or
Write in detail about Individual Behaviour.
11. Differentiate the various styles of leadership. Analyze the characteristics of a good leader.
Or
Give the detailed account on emergence of informal leader.
12. Point out the various motivational techniques used in organizations.
Or
Briefly explain about personality and its types and factors influencing personality with suitable examples.
13. Explain about group in organization and formation in organization structure.
Or
What is meant by Group Cohesion and Inter-Group Behaviour.

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III SEMESTER
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SYLLABUS

Semester III – Core III –

IR - III

INDUSTRIAL POLICIES

OBJECTIVE: The objective of the course is to familiarize the students with Industrial Policies in India

Unit – I Introduction - Meaning and Importance of Industries - Classification of Industries - MSME Act - Context of Indian Industries Regulations.

Unit – Industrial Policy Evolution – Industrial policies significance after Independence in India

Unit – III Industrial Policy 1948 – Features and Benefits of Industrial Policy – highlights of first Industrial policy in India

Unit – IV Industrial Policies 1956 - 1973 – Features and Benefits of Industrial Policy 1956 - Further Developments and Evaluation of Industrial policies and procedures

Unit-V Industrial policy after Liberalization Policies – New Industrial Policy 1991 – Industrial Licensing – Industrial Sickness.

Reference Books:

Business Environment

Indian Business Environment

Essentials of Business Environment : K Ashwatappa – Himalaya Publishers

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BA – III Semester
IR Model Question Paper

Subject : Industrial Policies

Time : 3 Hrs

Max. Marks : 75

PART – A

Industrial Policies

Answer any Five Questions

5 x 5 = 25

1. Define Industry.
2. Industrial Sickness.
3. Industrial Licensing.
4. Liberalization Policy.
5. Tiny Industries.
6. Industrial Development.
7. Industrial policy.
8. Privatization.**Part-B**

Answer the following questions

5 x 10 = 50

9. Describe the Classification of Industries.
Or
Discuss the Changes in New Industrial Policy 1991.
10. What is the importance of Industrial Developments in India
Or
Write a brief note on MSME Act.
11. Briefly describe the concept of Task Analysis with examples.
Or
Write the detailed on Counselling and Monitoring.
12. Explain the Objectives of Industrial Policy 1956

Briefly explain the importance of Industrial policies in Service Industry.
13. Outline the relevance of Industrial Policies after Independence.
Or
What are the Emerging Trends and Perspectives and issues of Industrial policies in India.

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IV SEMESTER
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Semester IV – Core IV – IR - IV

MANAGEMENT OF INDUSTRIAL RELATIONS

Objective: to enlighten the students with the Concepts of practical applications of Industrial relations

UNIT – 1 Management – Evolution of Management Perspective In Industries – Contributions of Management thought

UNIT – 2 Organizational Development (OD): Concept and Evolution; OD Interventions: Diagnostic Activities; Team Building; Sensitivity Training; Third Party and Inter Group Interventions; Indian Experiences of OD in Public and Private Enterprises..

UNIT – Promotional of Harmonious Relations – Machinery for Prevention and Settlement of Industrial Disputes – Code of Discipline

UNIT – 4 Trade Unions : Trade unions Structure And Moment in India –Changing Rules in the Content if Liberalization Policy

UNIT – 5 Collective Bargaining : CB Practices in India Management Forms and Levels – Schemes of Participation in Collective Bargaining

References Books:

1. Nilakant, V. and Ramnaryan, S., Managing Organisational Change, Response Books, New Delhi .
2. Venkataratnam C.S., Varma, Anil (ed) : Challenge of Change : Industrial Relations in Indian Industry : Allied Pub. Ltd., New Delhi.
3. Kavitha Singh Organisational change and Development, Excel Books New Delhi,2010.
4. Pattanayak, Biswajeet and Kumar Pravash, Change for Growth, Wheeler Publications, New Delhi.
5. Kanter, R.M., Stein, B.A and Jick, T.D., The Challenge of Organisational Change, Free Press, New York.

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BA – IV Semester

IR Model Question Paper

Subject : Management of Industrial Relations

Time : 3 Hrs

Max. Marks : 75

Management of Industrial Relations

Answer any Five Questions

5 x 5 = 25

1. What do you mean by Management?
2. Scalar Chain.
3. Labour Unions.
4. Organizational Development.
5. Sensitivity Training.
6. Liberalization Policy.
7. Team Building.

Part-B

Answer the following questions

5 x 10 = 50

8. Describe the Management Contributions in Industrial Perspective .
Or
Discuss the Collective Bargaining Practices In India.
9. Discuss about the Settlement and Machinery of Industrial Dispute.
Or
Examine the concept of Trade unions in Indian Industries.
10. Explain the Concept of Scientific Management.
Or
Explain the various methods of Absorbing Changes into Organization.
11. Explain the Concept of Henry Fayol Management in Industries.
Or
Briefly explain the significance of code of Discipline in Industrial Disputes
12. Summarize the relevance of OD Interventions.
Or
Illustrate the Indian Experiences of OD in Public and Private Enterprises.

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V SEMESTER
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SYLLABUS

Semester V – Core V – IR - V

SOCIAL SECURITY AND LABOUR WELFARE

Objective: to enlighten the students with the Concepts of social security and the significance of labour welfare.

UNIT -I

Concepts of Social Security - The Beveridge Report - Social Security in U.S.A., U.K. and India – Comparative practices - The ILO measures on Social Security.

UNIT-II

Constitutional Perspectives- Fundamental Rights and Directive Principles of State Policy relating to Social Security and Labour Welfare- Social Insurance and Social Assistance - Second National Commission on Labour in India pertaining to Social Security- Unemployment Insurance - Old Age Pension - Social Security to Unorganized sector.

UNIT-III

The Employees Compensation Act, 1923 - The Employees' State Insurance Act, 1948 - The Maternity Benefit Act, 1961 - Health, Safety and Welfare provisions under the Factories Act, 1948 - The Contract Labour (Abolition and Regulation) Act.

UNIT-IV

The Child Labour (Prohibition & Regulation) Act, 1986 - The Children (Pledging of Labour) Act, 1933 - The Payment of Gratuity Act, 1972- The Employees' Provident Fund & Miscellaneous Provisions Act, 1952-the Inter-State Migrant Workmen (regulations of Conditions of Service) Act,1976

Reference Books:

1. Srivastava S.C. : Treaties on Social Security and Labour Laws, Eastern Book Company, Lucknow.
2. Jiwitesh Kumar Singh: Labour Economics, Deep and Deep Publications, New Delhi.
3. Y.J. Rao : Factories Laws in A.P.,Asia Law House.,Hyderabad.
4. K.D.Srivastava : Workmen's Compensation Act, EBC,Lucknow.
5. Mishra S.N. : Labour and Industrial Laws, Central Law Publications, Allahabad.
6. Dr. Goswami Y.G. : Labour and Industrial Laws, Central Law Agency, Allahabad.

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BA – V Semester

IR Model Question Paper

Subject : IR

Time : 3 Hrs

Max. Marks : 75

PART – A

SOCIAL SECURITY AND LABOUR WELFARE

Answer any Five Questions

5 x 5 = 25

1. Social Security.
2. The Beveridge Report.
3. Fundamental Rights.
4. Social Insurance.
5. Safety and Welfare.
6. Contract Labour.
7. Provident Fund.
8. Migrant Workmen.

Part-B

Answer the following questions

5 x 10 = 50

9. What are the Social Security in U.S.A., U.K. and India Comparative practices.
Or
What are the measures taken by ILO in the area of social security.
10. Discuss the Directive Principles of State Policy relating to Social Security.
Or
Examine the current condition of Social Security in Unorganized sector.
11. Write notes on The Employees' State Insurance Act, 1948.
Or
What are the various provisions of Contract Labour (Abolition and Regulation) Act.
12. Explain the proposition of Health, Safety and Welfare provisions under the Factories Act, 1948.
Or
What are the various provisions of Contract Labour (Abolition and Regulation) Act.
13. What are the important aspects of The Child Labour (Prohibition & Regulation) Act, 1986.
Or
Illustrate the provisions of The Employees' Provident Fund & Miscellaneous Provisions Act.

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VI SEMESTER
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Semester VI – Core VI – IR - VI

LABOUR LEGISLATION

Objective: to explain the Concepts and various provisions of labour legislations in the Indian Context.

UNIT-1: Principles and determinants of labour legislation - Indian Constitution and labour legislation – Growth of labour legislation in India.

UNIT-2: Social Justice, Natural Justice and Distributive Justice – ILO and its impact on labour legislations in India.

UNIT-3: Factories Act, 1948, Mines Act, 1952, The A.P. Shops and Establishment Act, 1988 and its Rules, The Contract Labour Regulation and Abolition Act, 1970 and its Rules, The Apprentice Act, 1961

Unit 4: The Child and Adolescent Labour (Prohibition and Regulation) Act, 1986, The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959, The Motor Transport Workers Act, 1961.

Unit 5: Industrial Employment (standing order) Act, 1946: Objective, Coverage, Benefits and main provisions of the act, Apprentices Act, 1961.

Reference Books:

A N Aiyar, Encyclopedia of Labour Laws and Industrial Legislation.

Arya P P, Labour Management Relations in Public Sector Undertakings, Deep and Deep Publications, New Delhi, 1982.

B D Singh, Industrial Relations, Excel Books, New Delhi.

B. Pai, Labour Law in India.

L.Malik, K.D. Srivastava's Law Relating to Trade Unions and Unfair Labour Practices in India.

C. Srivastava (Rev.)Labour Law and Labour Relations : Cases and Materials (Indian Law Institute)

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BA – VI Semester

IR Model Question Paper

Subject : LABOUR LEGISLATION

Time : 3 Hrs

Max. Marks : 75

PART – A

LABOUR LEGISLATION

Answer any Five Questions

5 x 5 = 25

1. Define labour legislation.
2. Natural Justice.
3. ILO.
4. Mines Act, 1952.
5. Contract Labour.
6. Employment Exchanges.
7. Concept of Workers.
8. Standing order.

Part-B

Answer the following questions

5 x 10 = 50

9. What are the Principles and determinants of labour legislation.
Or
Discuss the role of Indian Constitution in labour legislations.
10. Explain the concept of Natural Justice and Distributive Justice.
Or
Write in detail about ILO and its impact on labour legislations in India.
11. Point out the various important aspects of Factories Act, 1948.
Or
Briefly explain about The A.P. Shops and Establishment Act, 1988.
12. Write notes on The Employment Exchanges.
Or
Briefly explain about The A.P. Shops and Establishment Act, 1988.
13. Explain about Industrial Employment (standing order) Act, 1946.
Or
What are the benefits and main provisions of the Apprentices Act, 1961.
