From: THE REGISTRAR

To

The Principals of the
All Affiliated Colleges (U.G.),
Courses (B.A., B.Com., B.Sc., B.B.A.)

Sir/Madam,

Sub : Approval of Syllabus & Model Question Papers of B.A. Degree Course
(with Industrial Relations and Personnel Management, Psychology
and Social Work) w.e.f. 2020-21 – Requesting – Reg.

Ref : 1. Letter dt. 06-07-2021 received from Dr. S.V.H. Rajendra,
Correspondent, Sri Balaji Parishad Degree College, Visakhapatnam.

Proceedings of the Vice-Chancellor, College Development Council,
Andhra University.

I am by direction to inform that the Principals of the affiliated colleges to
strictly adhere to the APSCHE guidelines for the revised Choice Based Credit
System, Approval of Syllabus & Model Question Papers of B.A. Degree Courses
Industrial Relations and Personnel Management, w.e.f. 2020-21 academic year
(CBCS) (with Industrial Relations & Personnel Management, Psychology and
Social Work) placed in A.U. website.

Thanking you,

Yours faithfully,

(B. RAMACHANDER)
DEPUTY REGISTRAR (ACADEMIC)

Copies to:
1. The Dean of Academic Affairs, A.U., VSP.
3. The Dean, CDC, A.U., Vsp.
4. The Dean, Confidential, A.U., Vsp.
5. The Controller of Examinations, A.U., Vsp.
6. The Principal, Sri Balaji Vidyapith Degree College, Visakhapatnam.
7. The Secretary to V.C., Rector Table, P.A. to Registrar, A.U., Vsp.
8. The Director, Computer Centre, A.U., Vsp.
9. O.C. & O.O.F.
SYLLABUS

Semester I – Core I – IRPM - 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 – V: Collective Bargaining (CB) – CB Practices in India – Participative Management Forms and Levels – Schemes of Workers’ Participation in Management in India.

Reference Books:

2. SC Srivathava, Industrial Relations and Labour Laws, Vikas, ND.
ANDHRA UNIVERSITY
B.A DEGREE COURSE IN IRPM
SEMESTER SYSTEM WITH CBCS
(Effective from the academic year 2020-2021)
BA – I Semester
IRPM Model Question Paper
Subject: IRPM

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.
7. Grievances.

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.
The significance of Grievances Redressal Machinery in Industry.

Explain the importance of Discipline in Industry and Measures for dealing with indiscipline.

Notice the relevance of Collective Bargaining in Indian industry.

What are the various Schemes of Workers' Participation in Management.

****

A. A. N. D. 
President

S. D. V., Degree College
Mulaguda, Visakhapatnam
SYLLABUS

Semester II – Core II – IRPM - II

PRINCIPLES OF MANAGEMENT AND ORGANISATIONAL BEHAVIOUR

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

Unit-1: Management: Definition of Management, Science or Art, Manager Vs Entrepreneur, types of managers, managerial roles and skills, Evolution of Management, Scientific, human relations, system and contingency approaches.

Unit-2: Strategic Management: Planning Tools and Techniques, Decision making steps and process, Formal and informal organization, organization chart, organization structure, types, Line and staff authority, departmentalization, delegation of authority


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, Intergroup Behaviour, Group Decision-Making
4. Udai Pareek, Organizational Behaviour, Oxford University Press.
5. Aswathappa K, Organisational Behaviour, Himalaya, Mumbai.
Principles of Management and 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.
8. Group Cohesion.

Part-B

Answer the following questions 5 x 10 = 50

   Or
   Discuss the Evolution of Management in detail.

10. Classify the different roles and functions of managers and explain them in detail.
    Or
    Write in detail about Line and staff authority.

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.
Explain about group in organization and formation in organization structure.

Or

What is meant by Group Cohesion and Inter-Group Behaviour.
HUMAN RESOURCE DEVELOPMENT

OBJECTIVE: The objective of the course is to familiarize the students with Human Resource development, HRD strategies.


Unit-V Issues in HRD: HRD Culture and Climate - HRD for Workers - HRD/OD Approach to IR - Organizing for HRD - Emerging Trends and Perspectives.

Reference Books:
ANDHRA UNIVERSITY
B.A DEGREE COURSE IN IRPM
SEMESTER SYSTEM WITH CBCS
(Effective from the academic year 2020-2021)
BA – III Semester
IRPM Model Question Paper
Subject : IRPM

Time : 3 Hrs · Max. Marks : 75

PART – A
HUMAN RESOURCE DEVELOPMENT

Answer any Five Questions 5 x 5 = 25

2. Demand Forecasting.
3. Training and Development.
4. Line Managers.
5. Counselling.
6. HRD.
7. Approach to IR.
8. Organisational Climate.

Part-B

Answer the following questions 5 x 10 = 50

   Or
   Discuss the Methods and Techniques of Demand Forecasting in detail.
10. What is the importance of Human Resource Development Strategies.
    Or
    Training Programmes are helpful to avoid personnel obsolescence. Discuss.
11. Briefly describe the concept of Task Analysis with examples.
    Or
    Write the detailed on Counselling and Monitoring.
12. Explain the significance of HRD Overview in Government and Public System.
    Or
    Briefly explain the importance of HRD in Service Industry.
13. Outline the relevance of Culture and Climate in industry.
    Or
    What are the Emerging Trends and Perspectives and issues of HRD in India.
ORGANISATIONAL CHANGE AND DEVELOPMENT

Objective: to enlighten the students with the concepts and organisational change process and organisational development.

UNIT – 1 Organizational Change: Concept and Significance; Managing Change; Concept of Analyzing the Environment; Perspectives on Change: Contingency; Resource Dependence; Population Ecology; Implications of Change.

UNIT – 2 Types of Change: Continuous or Incremental Change; Discontinuous or Radial Change; Participate Change and Directive Change; Change Levers; Levels of Change: Knowledge Changes; Attitudinal Changes.

UNIT – 3 Implementing Change: Assembling a Change; Management in Establishing a New Direction for the Organization; Setting up of Change Teams; Aligning Structure; Systems and Resources; Removing road Blocks; Absorbing Changes into Organization.

UNIT – 4 HR and Technological change: Introduction special features of new technology; organizational implications of technological change; Emerging profile HR; Employee Empowerment, Emotional Intelligence and employee productivity; Managing work stress.

UNIT – 5 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.
Books:


SEMESTER SYSTEM WITH CBCS
(Effective from the academic year 2020-2021)

BA – IV Semester

IRPM Model Question Paper

Subject : IRPM

Time : 3 Hrs.  Max. Marks : 75

PART – A

ORGANISATIONAL CHANGE AND DEVELOPMENT

Answer any Five Questions  5 x 5 = 25

1. What do you mean by Managing Change.
3. Incremental Change.
4. What is Attitudinal Change.
5. Removing road Blocks.
6. Absorbing Changes.
7. Emotional Intelligence.

Part-B

Answer the following questions  5 x 10 = 50

9. What is the significance of Managing Change write with suitable examples.
   Or
   What are the Implications of Change in industry.
10. Discuss the need for the Incremental Change.
    Or
    Examine the concept of Attitudinal Changes in the context of Indian industry.
11. Explain the need for Setting up of Change Teams.
    Or
    Explain the various methods of Absorbing Changes into Organization.
12. Explain the implications of technological change.
    Or
    Briefly explain the significance of Employee Empowerment.
13. Summarize the relevance of OD Interventions.
    Or
    Illustrate the Indian Experiences of OD in Public and Private Enterprises.
SYLLABUS:
Semester V – Core V – IRPM - 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

UNIT-II

UNIT-III

UNIT-IV
Reference Books:

SEMESTER SYSTEM WITH CBCS:
(Effective from the academic year 2020-2021)
BA – V Semester
IRPM Model Question Paper
Subject : IRPM

Time : 3 Hrs
Max. Marks : 75

PART – A
SOCIAL SECURITY AND LABOUR WELFARE

Answer any Five Questions 5 x 5 = 25

2. The Beveridge Report.
3. Fundamental Rights.
5. Safety and Welfare.
7. Provident Fund.
8. Migrant Workmen.

Part-B

Answer the following questions 5 x 10 = 50

   Or
   What are the measures taken by ILO in the area of social security.
    Or
    Examine the current condition of Social Security in Unorganized sector.
    Or
    What are the various provisions of Contract Labour (Abolition and Regulation) Act.
    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.
ANDHRA UNIVERSITY
B.A DEGREE COURSE IN IRPM
(Industrial Relations and Personnel Management)
VI SEMESTER
SEMESTER SYSTEM WITH CBCS
(Effective from the Academic Year 2020-21)

SYLLABUS
Semester VI – Core VI – IRPM – VI

LABOUR LEGISLATION

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


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


Books:


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)
SEMESTER SYSTEM WITH CBCS
(Effective from the academic year 2020-2021)
BA – VI Semester
IRPM Model Question Paper
Subject : IRPM

Time : 3 Hrs
Max. Marks : 75

PART – A
LABOUR LEGISLATION

Answer any Five Questions

1. Define labour legislation.
2. Natural Justice.
3. ILO.
5. Contract Labour.
7. Concept of Workers.
8. Standing order.

5 x 5 = 25

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
12. Write notes on The Employment Exchanges.
    Or
    Or
    What are the benefits and main provisions of the Apprentices Act, 1961.