

7. STUDY AND EVALUATION SCHEME FOR DIPLOMA PROGRAMME IN INDUSTRIAL AND PERSONNEL MANAGEMENT (For Haryana State)

FIRST SEMESTER (Industrial and Personnel Management)

Sr. No	Subject	STUDY SCHEME Hrs/week L T P			EVALUATION SCHEME						Total Marks
					Internal Assessment		External Assessment (Examination)				
					Theory	Practical	Written Paper		Practical		
					Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs	
1.1	English and Communication Techniques	4	-	3	25	25	100	3	50	2	200
1.2	Industrial Organization	4	2	-	50	-	100	3	-	-	150
1.3	Essentials of Management	4	2	-	50	-	100	3	-	-	150
1.4	Business Economics	4	2	-	50	-	100	3	-	-	150
1.5	Organizational Behaviour – I	4	2	-	50	-	100	3	-	-	150
1.6	Independent Study and Presentation	-	-	5	-	25	-	-	50	2	75
# Student Centred Activities		-	-	4	-	25	-	-	-	-	25
Total		20	8	12	225	75	500	-	100	-	900

Student Centred Activities will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, field visits, NCC, NSS and cultural activities etc.

SECOND SEMESTER (Industrial and Personnel Management)

Sr. No	Subject	STUDY SCHEME Hrs/week L T P			EVALUATION SCHEME						Total Marks
					Internal Assessment		External Assessment (Examination)				
					Theory	Practical	Written Paper		Practical		
					Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs	
2.1	Business Communication	4	-	3	25	25	100	3	50	3	200
2.2	Personnel Management	4	2	-	50	-	100	3	-	-	150
2.3	Computer Fundamentals and Information Technology	2	-	4	25	25	100	3	50	3	200
2.4	Business Mathematics and Statistics	4	2	-	50	-	100	3	-	-	150
2.5	Organizational Behaviour – II	4	2	-	50	-	100	3	-	-	150
2.6	Independent Study and Presentation	-	-	5	-	25	-	-	50	2	75
# Student Centred Activities		-	-	4	-	25	-	-	-	-	25
Total		18	6	16	200	100	500	-	150	-	950

Student Centred Activities will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, field visits, NCC, NSS and cultural activities etc.

THIRD SEMESTER (Industrial and Personnel Management)

Sr. No	Subject	STUDY SCHEME			EVALUATION SCHEME						Total Marks
					Internal Assessment		External Assessment (Examination)				
					Theory	Practical	Written Paper		Practical		
					Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs	
		Hrs/week									
		L	T	P							
3.1	Office Procedures and Management	4	2	-	50	-	100	3	-	-	150
3.2	Accounting and Finance	4	2	-	50	-	100	3	-	-	150
3.3	Computer Applications	2	-	6	25	25	100	3	50	3	200
3.4	Total Quality Management	4	2	-	50	-	100	3	-	-	150
3.5	Production and Materials Management	4	2	-	50	-	100	3	-	-	150
3.6	Independent Study and Presentation	-	-	5	-	25	-	-	50	2	75
# Student Centred Activities		-	-	3	-	25	-	-	-	-	25
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Total		18	8	14	225	75	500	-	100	-	900

Student Centred Activities will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, field visits, NCC, NSS and cultural activities etc.

FOURTH SEMESTER (Industrial and Personnel Management)

Sr. No	Subject	STUDY SCHEME			EVALUATION SCHEME						Total Marks
					Internal Assessment		External Assessment (Examination)				
					Theory	Practical	Written Paper		Practical		
					Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs	
		Hrs/week									
		L	T	P							
4.1	Business Laws	4	3	-	50	-	100	3	-	-	150
4.2	Marketing Management	5	2	-	50	-	100	3	-	-	150
4.3	Human Resource Development	4	2	-	50	-	100	3	-	-	150
4.4	Entrepreneurship Development and Environment	4	2	-	50	-	100	3	-	-	150
4.5	Management Information System	3	2	-	50	-	100	3	-	-	150
4.6	Independent Study and Presentation	-	-	5	-	25	-	-	50	2	75
#	Student Centred Activities	-	-	4	-	25	-	-	-	-	25
Total		20	11	9	250	50	500	-	50	-	850

Student Centred Activities will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, field visits, NCC, NSS and cultural activities etc.

FIFTH SEMESTER (Industrial and Personnel Management)
A (Specialization in Human Resource Management)

Sr. No	Subject	STUDY SCHEME			EVALUATION SCHEME						Total Marks
					Internal Assessment		External Assessment (Examination)				
					Theory	Practical	Written Paper		Practical		
					Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs	
		L	T	P							
5.1	Management of Personnel and Interpersonal Dynamics	4	2	-	50	-	100	3	-	-	150
5.2	Human Resource Management	4	2	-	50	-	100	3	-	-	150
5.3	Industrial Relations	4	2	-	50	-	100	3	-	-	150
5.4	Labour Legislation	4	2	-	50	-	100	3	-	-	150
5.5	Labour Welfare and Social Security	4	3	-	50	-	100	3	-	-	150
5.6	Case Study in Human Resource Management	-	-	5	-	25	-	-	50	2	75
# Student Centred Activities -		-	-	4	-	25	-	-	-	-	25
Total		20	11	9	250	50	500	-	50	-	850

Student Centred Activities will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, field visits, NCC, NSS and cultural activities etc.

FIFTH SEMESTER (Industrial and Personnel Management)
B (Specialisation in Marketing Management)

Sr. No	Subject	STUDY SCHEME Hrs/week L T P			EVALUATION SCHEME						Total Marks
					Internal Assessment		External Assessment (Examination)				
					Theory	Practical	Written Paper		Practical		
					Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs	
5.1	Sales Management	4	2	-	50	-	100	3	-	-	150
5.2	Advertising Management	4	2	-	50	-	100	3	-	-	150
5.3	Consumer Behaviour and Marketing Research	4	3	-	50	-	100	3	-	-	150
5.4	International Marketing	4	2	-	50	-	100	3	-	-	150
5.5	Marketing of Services	4	2	-	50	-	100	3	-	-	150
5.6	Case Study in Marketing Management	-	-	5	-	25	-	-	50	2	75
# Student Centred Activities 											

Student Centred Activities will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, field visits, NCC, NSS and cultural activities etc.

SIXTH SEMESTER (Industrial and Personnel Management)

PROJECT WORK /PRACTICAL TRAINING

16 weeks practical training in some reputed concerns / business organisation for grooming the students in actual work environment. During the training the students will :

- (1) keep daily record of training in a note book/diary
- (2) prepare report of the training.

The report will be assessed by industry/organisation and teacher concerned.