



Established by Govt. of Arunachal Pradesh vide Act 9 of 2012, the Arunachal University of Studies Act, 2012 Recognized as per u/s 2(f) of University Grants Commission Act, 1956
NH-52, Namsai, Arunachal Pradesh -792103

**MASTER OF BUSINESS ADMINISTRATION (HUMAN RESOURCE MANAGEMENT) -
FOURTH SEMESTER**

Fourth Semester			
S. No.	Name of Subject	Credits	Total Marks
1	Environmental Management	4	100
2	Financial Management	4	100
3	Management of Training & Development	4	100
4	Labor Laws	4	100
5	International Human Resource Management	4	100
6	Project Work	2	100
Total		22	

Subject Name: ENVIRONMENTAL MANAGEMENT

Unit 1: Study of Nature, Resources and Ecosystem

- 1. Environment Studies - Scope and Importance:** Objectives, Environment, Types of Environment, Need for Public Awareness, Environment Ethics, Environmental Education, Multidisciplinary Nature of Environmental Education, Scope of Environmental Education.
- 2. Natural Resources:** Objectives, Introduction, Classification of Natural Resources, Principal Natural Resources and their Problems- Forest Resources, Water Resources, Mineral Resources, Food Resources, Energy Resources, Land Resources.
- 3. Ecosystem :** Objectives, Types of Ecosystem, Ecosystem Components, Ecosystem- Structure and Function, Food Chain and food Web. Ecological Pyramids, Major Ecosystems, Ecological Succession (Changes in Biotic Community).

Unit 2: Biodiversity and Pollution Control

- 4. Biodiversity and ITS Conservation :** Objectives, Levels of Biodiversity, Bio Geographical Classification of India, Value of Biodiversity, Man-Wildlife Conflicts, Conservation of Biodiversity, Hot Spots of Biodiversity, Biodiversity Conservation of India.
- 5. Environment Pollution :** Objectives, pollutions, Types of Pollution, Atmospheric or Air pollution, Water pollution, Soil pollution, Radioactive pollution, Noise pollution, Solid Waste Management, Role of Individual in Prevention of Pollution, Environmental Disasters and Their Management.
- 6. Social Issues And The Environment:** Objectives, Sustainable Development, Water Conservation, Resettlement and rehabilitation of People Environmental Ethic and Resource

Use, Global Environmental Changes, Greenhouse Effect, Relative Contribution and Effects of Greenhouse, Wasteland Development.

Unit 3: Study of Population Growth And Case Studies

- 7. Human Population and The Environment:** Objectives, human Population Growth, Maximum Carrying Capacity, Environment and Human Health, Family welfare Programme, Human Rights, Women and Child Welfare, role of Information Technology in Environment and Human Health.
- 8. Field Work :** Introduction Visit to a Local Area to Document environmental Assets- River, Forest, Grasslands, Hill Mountains, A Visit to Local Pollution Sites-Urban Site Rural Site, Agricultural Site, Study of Common Plants, Insects and Birds, Study of Simple Ecosystem - Pond Ecosystem, River, Hill Slope.

Subject Name: FINANCIAL MANAGEMENT

Unit I

Introduction: Concept of finance, scope and objectives of finance; Profit maximisation vs. Wealth maximisation; Functions of Finance Manager in Modern Age; Financial decision areas, Time value of money, risk and return analysis, valuation of securities

Unit II

Capitalisation and Capital Structure: Meaning and definitions of capitalization, Over-capitalisation- Meaning, Causes, evils and remedial measures, Under- Capitalisation -meaning, causes, evils and remedial measures. Over-Capitalisation v/s Under- capitalisation. Meaning and definitions of capital structure, qualities of optimum/ sound capital structure, Factors affecting capital structure, capital structure Theories: NI Approach; NOI Approach; Traditional Approach and M.M. Approach.

Unit III

Working Capital: Concept of Gross Working Capital & Net Working Capital, Various Approaches to Working Capital Management, Factors affecting working capital requirement. Working Capital Management: Management of cash, inventory and receivables.

Working Capital Financing: Sources of short term financing, Role of commercial bank in working capital management; Commercial paper; Factoring and other tools of working capital management

Unit IV

Investment decision; Appraisal of project; Techniques of capital budgeting and its applications; Risk and Uncertainty in Capital Budgeting, Leverage analysis-financing, operating and combined leverage and its implications; EBIT-EPS analysis

Financing Decision: Long-term sources of finance, potentiality of equity shares, preference shares, debentures and bonds as source of long-term finance; Concept and approaches of capital structure decision; NI, NOI, Traditional and Modigliani Miller Approach; Cost of equity share, preference share and debentures

Dividend Decision: Concept of retained earning and plough back of profits, relevancy and irrelevancy theory of dividend decision; Walter's model; Gordon's Model and Modigliani Miller model; Factor affecting dividend decision

Unit V

Stock Exchange: Definition, Market Participants, The Role of Stock Exchanges, Corporate Governance, Trading in stock Exchanges, AMEX, NASDAQ, LSE, NYSE, FSE, PSE, TSE, SSE, Madrid Stock Exchange.

Indian Stock Exchange: Bombay Stock Exchange: BSE Sensex, Sensex Milestones, National Stock Exchange: Innovations, Indices, Mission, Logo, Corporate Structure, Board of Directors, Committee on Trade Issues (COTI), Capital Market Segment.

Suggested Readings:

- a. Pandey I M- Financial Management (Vikas, 2004)
- b. Van Horne- Financial Management and Policy (Pearson Education, 12th edition) 2003,
- c. Knott G-Financial Management (Palgrave, 2004)
- d. Khan and Jain- Financial Management (Tata McGraw-Hill, 3rd edition)
- e. Prasanna Chandra- Fundamentals of Financial Management (TMH), 2004.
- f. Kirt C Butler- Multi National Finance (Vikas)
- g. R P Rustagi- Financial Management (Galgotia) 2000, 2nd reved.
- 8) Lawrence J. Gitman- Principles of Managerial Finance 2004, Pearson Education N. Delhi.

Subject Name: MANAGEMENT OF TRAINING AND DEVELOPMENT

1. The Importance of Training

- Types of Training
- What do we mean by Training
- Benefits of the organization
- Individual Benefits
- Manager Benefits
- Alternative

2. Training Cycle

- Implement the Plans

3. Identifying Training Needs

- Types of Training Need
- Organization needs
- Work team need
- individual Need
- Using Documentation
- Using Discussion
- observing the job holder
- Diff-rating Scales
- Appraisal interviews
- Agreeing Training needs
- Recording Training needs

4. Planning Successful Training

- What are we trying to achieve?
- Participative Learning method

- Learning Styles
- Training on or off the job?
- Choosing the best method
- Overhead Projectors
- Flipcharts
- Handouts
- Planning the training
- Course Content
- timing
- Deciding on review and Evaluation processes

5. Reflect and Review

- Introduction

Subject Name: LABOR LAWS

- 1. Introduction to Labor Legislation: Philosophy of Labor Laws, Labor Laws, Industrial Relations and Human Resource Management, Labor Laws: Concept, Origin, Objectives and Classification, International Labor Organization — International Labor, Organization and Indian Labor Legislations, Indian Constitution and Labor Legislations, Labor Policy, Emerging Issues and Future Trends.**
- 2. Laws on Working Conditions: The Factories Act, 1948, The Mines Act, 1952, Shops and Establishment Law, Plantation Labor Act, 1951, Contract Labor (Regulation and Abolition Act, 1986), Child Labor (Prohibition and Regulation Act, 1986).**
- 3. Industrial Relations Laws: Trade Union Act, 1926, Industrial Disputes Act, 1947-I, Industrial Disputes Act, 1947-II, Industrial Employment (Standing Orders) Act, 1946, Industrial Discipline and Misconduct, Domestic Enquiry.**
- 4. Wages and Labor Laws: Minimum Wages Act, 1948, Payment of Wages Act, 1936, Payment of Bonus Act, 1965, Equal Remuneration Act, 1976.**
- 5. Laws for Labor Welfare and Social Security: Social Security Legislation: An Overview, The Workmen's Compensation Act, 1923, The Employees' State Insurance Act, 1948, The Maternity Benefit Act, 1961, The Employee's Provident Fund and Miscellaneous Provision Act, 1952, The Payment of Gratuity Act, 1972.**

Subject Name: INTERNATIONAL HUMAN RESOURCE MANAGEMENT

1. Organization Structure

- IHRM and Organization Design
- Global Organization Structure
- Types of Global Organization Structure
- Global Matrix Structure
- Network
- The Global Learning Organization : The TIE that Binds

2. Role and Future of HRM

- Organization advancement
- Involvement
- Staffing the department
- IHR research

- Relocation and orientation
- Administrative Services
- Role of IHRM
- 3. Law and Labor Relations**
 - Global employment law and enforcement
 - Discrimination, Harassment and Victimization
- 4. Global Enterprise**
 - International Assignees
 - Process of Selection
 - Repatriation
 - Immigration Laws
- 5. International Performance**
 - International Performance management
 - International performance management system
 - Managing the IPM system
 - Overcoming IPM challenges

Subject Name: Project Work

Note: The Normal Rule and Regulation pertaining to the Examination and other issues will be applicable in Faculty of Commerce and Management as per Arunachal University of Studies Act 2012, Subsequent Statute and Rules & Regulations.