

TEXTBOOKS AND REFERENCE BOOKS

ANNA UNIVERSITY - MASTER OF BUSINESS ADMINISTRATION (MBA)
CURRICULUM - 2005 - FULL-TIME MODE

[Note: There are too many typographical errors in the syllabus circulated by Anna University. We have extracted only courses relevant to Human Resource Professionals. – HR Era]

HUMAN RESOUCE MANAGEMENT

TEXT BOOKS:

1. Decenzo and Robbins, Human Resource Management, Wilsey, 6th edition, 2001.
2. Biswajeet Pattanayak, Human Resource Management, Prentice Hall of India, 2001.

REFERENCES:

1. Human Resource Management, Eugence Mckenna and Nic Beach, Pearson Education Limited, 2002.
2. Dessler Human Resource Management, Pearson Education Limited, 2002.
3. Mamoria C.B. and Mamoria S. Personnel Management, Himalaya Publishing Company, 1997.
4. Wayne Cascio, Managing Human Resource, McGraw Hill, 1998.
5. Ivancevich, Human Resource Management, McGraw Hill 2002.

STRATEGIC HUMAN RESOUCE MANAGEMENT AND DEVELOPMENT

REFERENCES:

1. Jeffrey A Mello, 'Strategic Human Resource Management', Thomson, Singapore, Southwestern 2003.
2. Randy L. Desimone, Jon M. Werner – David M. Marris, 'Human Resource Development', Thomson Southwestern, Singapore, 2002.

3. Robert L. Mathis and John H. Jackson, 'Human Resource Management', Thomson Southwestern, Singapore, 2003.
4. Rosemary Harrison, 'Employee Development' – University Press, India Ltd, New Delhi, 2003.
5. Srinivas Kandula, 'Human Resource Management in Practice', Prentice Hall of India, 2005, New Delhi, 2004.

INDUSTRIAL RELATIONS AND LABOUR WELFARE

REFERENCES

1. Mamoria C.B. and Sathish Mamoria, 'Dynamics of Industrial Relations', Himalaya Publishing House, New Delhi, 1998.
2. Dwivedi. R.S. 'Human Relations & Organisational Behaviour', Macmillan India Ltd., New Delhi, 1997.
3. Ratna Sen, 'Industrial Relations in India', Shifting Paradigms, Macmillan India Ltd., New Delhi, 2003.
4. Srivastava, 'Industrial Relations and Labour laws', Vikas, 4th edition, 2000.
5. C.S.Venkata Ratnam, 'Globalisation and Labour Management Relations', Response Books, 2001

LABOUR LEGISLATIONS

TEXT BOOKS

1. Kapoor N.D. 'Elements of Industrial Law', Sultan Chand, 1998.
2. Srivastava, 'Industrial Relations and Labour laws', Vikas, 4th edition, 2000.

REFERENCES

1. Respective Acts.
2. Dhandapani, 'Commercial and Industrial Law', Sultan Chand, 1998.
3. Das Gupta, 'Maintaining Industrial Discipline', Response Books, 2002.

LEGAL ASPECTS OF BUSINESS

TEXT BOOKS

1. N.D. Kapoor, Elements of Mercantile Law – Sultanchand and company, New Delhi – Latest edition.
2. Sen & Mitra – Commercial and Industrial law – The World Press Pvt. Ltd., Calcutta – 1996.

REFERENCES:

1. P.P.S. Gogna, Mercantile Law, S. Chand & Co. Ltd., New Delhi, 1999.
2. Dr. Vinod K. Singhania Direct Taxes Planning and Management (Latest edition)
3. Respective Bare Acts.

ORGANIZATIONAL BEHAVIOUR

TEXT BOOKS:

1. Stephen P. Robins, Organizational Behavior, Prentice Hall of India, 9th edition, 2001.
2. Hellriegel, Slocum and Woodman, Organizational Behavior, South-Western, Thomson Learning, 9th edition, 2001.

REFERENCES:

1. Schermerhorn, Hunt and Osborn, Organizational Behavior, John Wiley, 7th edition, 2001.
2. Jit S.Chand, Organisational Behavior, Vikas Publishing House Pvt. Ltd. 2nd edition, 2001.
3. Fred Luthans, Organizational Behavior, McGraw Hill Book Co., 1998.
4. New Strom & Davis, Organizational Behavior, McGraw Hill, 2001.
5. Jaffa Harris and Sandra Hartman, Organizational Behavior, Jaico, 2002.

MANAGERIAL BEHAVIOR AND EFFECTIVENESS

REFERENCES

1. Peter Drucker, 'Management', Harper Row, 2000.
2. Milkovich and Newman, 'Compensation', McGraw-Hill International, 2000.
3. Blanchard and Thacker, 'Effective Training Systems, Strategies and Practices' Pearson 2005.
4. Dubin, Leadership, 'Research Findings, Practices & Skills', Biztantra, 2005.
5. Mathis JacksonHuman, 'Resource Management', Thomson Southwestern, 2005.

COMMUNICATION SKILLS

TEXT BOOKS:

1. Sharan J. Genrson and Steven M. Gerson – "Technical Writing – Process and Product" – Pearson Education – 2000.
2. Raymond V. Lesikar, John D. Pettit and Mary E. Flatley – Lesikass Basic Communication Tata McGraw Hill 8th Edition – 1999.
3. Stevel. E. Pauley, Daniel G. Riordan – Technical Report Writing Today – AITBS Publishing & Distributors, India 5th edition – 2000.
4. Robert L. Shurter, Effective Letters in Business Third Ed. 1983.

REFERENCES:

1. McGraith – Basic Managerial Skills for All Prentice Hall of India – 6th Edition 2002.
2. Halliday, M.A.Ky R.Hasan, Cohesion in English, Longman, London 1976.

ORGANISATIONAL THEORY DESIGN & DEVELOPMENT

REFERENCES:

1. Gareth R.Jones, 'Organisational Theory', Design & Change, Pearson Education, 2004.
2. Madhukar Shukla, 'Understanding Organisations' – 'Organisational Theory & Practice in India', Prentice Hall of India, 2005
3. Adrian ThornHill, Phil Lewis, Mike Millmore and Mark Saunders, 'Managing Change: A Human Resource Strategy Approach', Wiley, 2005.

4. Robbins Organisation Theory; 'Structure Design & Applications', Prentice Hall of India, 2005.
5. Robert A Paton, James Mc Calman, 'Change Management; A guide to effective implementation', Response books, 2005.

RESEARCH METHODS IN BUSINESS

TEXT BOOKS:

1. Donald R. Cooper and Ramcis S. Schindler, Business Research Methods, Tata McGraw Hill Publishing Company Limited, New Delhi, 2000.
2. C.R. Kothari Research Methodology, Wishva Prakashan, New Delhi, 2001.

REFERENCES:

1. Uma Sekaran, Research Methods for Business, John Wiley and Sons Inc., New York, 2000.
2. Donald H.Mc. Burney, Research Methods, Thomson Asia Pvt. Ltd. Singapore 2002.
3. G.W. Ticehurst and A.J. Veal, Business Research Methods, Longman, 1999.
4. Ranjit Kumar, Research Methodology, Sage Publication, London, New Delhi, 1999.
5. Raymond-Alain Thie'tart, ET, al., Doing Management Research, Sage Publication, London, 1999.

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