

CAIIB · Elective

Human Resources Management (Elective)

SYLLABUS & PRIORITY GUIDE

Based on the latest IIBF revised syllabus · June 2026

Full classes · PYQs · Mock tests · ePDFs → iibf.store

Exam Snapshot

Paper type	Elective (choose ONE of five)
Questions	100 MCQs
Marks	100
Duration	2 hours
Pass mark	50/100, or 45 + 50% aggregate with compulsory papers
Negative marking	None
Medium	English & Hindi
Mode	Online (twice a year — June & December)

How to Use This Guide

This guide maps the complete official IIBF syllabus for **Human Resources Management (Elective)**, module by module and chapter by chapter. Each module carries a **priority badge** — **HIGH** (score-driving, study first), **MEDIUM** (steady weight) or **LOW** (read once) — plus a **NUMERICAL / THEORY** tag so you know where calculation practice is needed. Use the Priority Matrix and the Top 10 list for fast revision.

Prefer guided prep? Live bilingual classes for this paper are on iibf.store

Module-wise Syllabus

Module A Human Resource Management

HIGH

THEORY

Key focus: HRM fundamentals, functions, planning

1. Introduction to HRM & its Scope
2. HR Functions & Roles
3. Human Resource Planning
4. Job Analysis, Design & Evaluation
5. Recruitment, Selection & Placement

Module B Building an HR Strategy

MEDIUM

THEORY

Key focus: Strategic HRM, culture, competency, change

1. Strategic Human Resource Management
2. Organisational Culture & Climate
3. Competency Mapping & Development
4. Change Management
5. HR Information Systems (HRIS)

Module C Motivation, Training & Skill Development

HIGH

THEORY

Key focus: Motivation theories, training, performance, career

1. Motivation — Theories & Application
2. Training & Development
3. Performance Management & Appraisal
4. Career Planning & Succession
5. Leadership & Team Building
6. Reward & Compensation Management

Module D Personnel Management & Industrial Relations

MEDIUM

THEORY

Key focus: IR, labour laws, grievance, discipline

1. Personnel Management — Overview
2. Industrial Relations & Trade Unions
3. Labour Laws relevant to Banking
4. Grievance Handling & Discipline
5. Collective Bargaining & Conflict Resolution

Module E Emerging Scenario in HRM

MEDIUM

THEORY

Key focus: HR analytics, talent, work-life, future trends

1. HR Analytics & Metrics
2. Talent Management & Engagement
3. Work-Life Balance & Employee Wellness
4. Diversity & Inclusion
5. Emerging Trends & Future of HR in Banking

Priority Matrix

Module	Priority	Numerical?	Key focus
Module A — Human Resource Management	HIGH	No	HRM fundamentals, functions, planning
Module B — Building an HR Strategy	MEDIUM	No	Strategic HRM, culture, competency, change
Module C — Motivation, Training & Skill Development	HIGH	No	Motivation theories, training, performance, career
Module D — Personnel Management & Industrial Relations	MEDIUM	No	IR, labour laws, grievance, discipline
Module E — Emerging Scenario in HRM	MEDIUM	No	HR analytics, talent, work-life, future trends

10 Top 10 Most Important Topics

1 Motivation — Theories & Application
MODULE C · Motivation, Training & Skill Development
Maslow/Herzberg/McGregor asked every cycle.

2 Performance Management & Appraisal
MODULE C · Motivation, Training & Skill Development
Appraisal methods are high-yield.

3 Training & Development
MODULE C · Motivation, Training & Skill Development
Training methods and evaluation recur reliably.

4 Human Resource Planning
MODULE A · Human Resource Management
Core HR concept asked directly.

5 Strategic Human Resource Management
MODULE B · Building an HR Strategy
SHRM framework is a frequent scoring area.

6 Industrial Relations & Trade Unions
MODULE D · Personnel Management & Industrial Relations
IR concepts and laws tested regularly.

7 Competency Mapping & Development
MODULE B · Building an HR Strategy
Conceptual favourite, repeats often.

8 Recruitment, Selection & Placement
MODULE A · Human Resource Management
Process-based MCQs appear consistently.

9 Reward & Compensation Management
MODULE C · Motivation, Training & Skill Development
Compensation concepts asked reliably.

10 HR Analytics & Emerging Trends
MODULE E · Emerging Scenario in HRM
Newer high-relevance area, growing weight.

Insights & Strategy

- **Start here:** Module A (Human Resource Management), Module C (Motivation, Training & Skill Development) carry the highest weight — secure these first.
- **Revision loop:** use the Top 10 list as your final-week checklist — those topics alone cover a large share of marks.
- **PYQ habit:** attempt past-year MCQs after every module; pattern recognition beats rote learning in JAIIB.

Learning Sessions

Prepare Smart with Learning Sessions

Structured, exam-oriented coaching for Human Resources Management (Elective) — live classes, chapter-wise PYQs, mock tests and downloadable ePDFs, in Hindi & English.

[Start today → iibf.store](#)

WhatsApp **HRM** to **8360944207** for a free demo class.

Learning Sessions