

FOURTH SEMESTER B.Com. DEGREE EXAMINATION, APRIL 2024**(Regular/Improvement/Supplementary)****PROFESSIONAL****GBCP4B17T: HUMAN RESOURCE MANAGEMENT****Time: 3 Hours****MaximumMarks: 80****PART A: Answer *all* the questions. Each carries *one* marks**

1. HRM considers people in the organisation as.....
a) Employees. b) Resources. c) Product. d) None of these.
2. Personnel Management is also called as.....
a) Personnel administration. b) Manpower management.
c) Both A and B. d) None of the above.
3. The process of identifying the source of manpower requirement is called.....
a) Placement. b) Recruitment. c) Selection. d) Appointment.
4. This type of training is provided to new entrants or employees.....
a) Continuous training. b) Off the job training.
c) Orientation training. d) None of these.
5. In which method of participation, shares in the company are issued to workers?
a) Works committee. b) Co-partnership.
c) Worker directors. d) All of these.

Fill in the Blanks.

6. HRM functions include managerial functions and functions.
7. is a positive process of searching the required qualified persons and stimulates them to apply for jobs in the establishment.
8. is a process of introducing a selected employee to the organization.
9. evaluation is independent assessment of the employee at the work place.
10. management consists of formulation and implementation of policies and programmes related to wages, salary and other forms of employee's compensation.

(10 x 1 = 10 Marks)**(PTO)**

PART B: Answer any *eight* questions. Each carries *two* marks.

11. Explain the scope of HRM.
12. Define placement.
13. What is personal interview?
14. What do you mean by downsizing?
15. Comment on fringe benefits.
16. What is career development?
17. Distinguish between suspension and dismissal.
18. Define Personnel Management.
19. Write a note on succession planning.
20. What is bonus?

(8 x 2 = 16 Marks)

PART C: Answer any *six* questions. Each carries *four* marks.

21. "Human Resource Management involves all management decisions and practices that directly affect or influence the people who work for the organisation." Discuss.
22. What are the qualities required by a successful human resource manager?
23. Differentiate between transfer and promotion.
24. List out the benefits of employee separation.
25. Discuss the objectives of training.
26. "A sound grievance procedure must contain some essential features". Explain.
27. What are the essentials of good discipline system?
28. Discuss the factors influencing wage system.

(6 x 4 = 24 Marks)

PART D: Answer any *two* questions. Each carries *fifteen* marks.

29. Clearly define and discuss the relationship among job analysis, job description and job specification.
30. Explain various methods of training employees. Give an account on the merits and demerits of each.
31. "Accurate appraisal of performance is very difficult." In the light of this statement discuss the problems in performance appraisal.

(2 x 15 = 30 Marks)