

FIFTH SEMESTER B.A./B.Sc./B.Com. DEGREE EXAMINATION
NOVEMBER 2015

(UG—CCSS)

Open Course

BC 5D 02—HUMAN RESOURCE MANAGEMENT

Maximum : 30 Weightage

Three Hours

Section A

*This section consists of three bunches of **four** questions.*

Each bunch carries a weightage of 1.

*Answer **all** the questions.*

Choose the most appropriate answers from the following :—

- 1 Jobs are compensated on the basis of :
 - (a) Job analysis.
 - (b) Job specification.
 - (c) Job worth.
 - (d) Job description.
- 2 HR managers play vital role in :
 - (a) Setting production targets.
 - (b) Formulating strategies.
 - (c) Publishing financial statements.
 - (d) Preparing reports for shareholders.
- 3 Which of the following are the groups of social nature that are formed around friendship and common interests ?
 - (a) Formal.
 - (b) Structured.
 - (c) Informal.
 - (d) Unstructured.
- 4 'Career counselling' is part of which of the following functions of HRM ?
 - (a) Compensation and benefits.
 - (b) Planning and selection.
 - (c) Training and development.
 - (d) Maintenance of HRIS.

Turn over

II. Fill in the blanks with appropriate words :

- 5 The process of discovering potential candidates for actual or anticipated organizational vacancies is known as _____.
- 6 _____ is a performance appraisal technique which lists the traits and a range of performance.
- 7 Rewards offered to labors involved in production, are categorized as _____.
- 8 _____ level managers require conceptual skills the most.

III. Answer the following questions in a single word :

- 9 QWL stands for :
- 10 Name the classification of workers based on 'collar'.
- 11 Name the management theory introduced by Henry Fayol.
- 12 Who led the 'Hawthorne Experiments' ?

(12 × ¼ = 3 weightage)

Section B

IV. Answer *all* the questions. Each question carries 1 weightage.

- 13 What is induction ?
- 14 What do you mean by discipline ?
- 15 What are incentives ?
- 16 Define training.
- 17 What is human resource development ?
- 18 Clarify the term 'bonus'.
- 19 Elucidate the term 'transfer'.
- 20 What do you mean by the term human resources ?
- 21 What is time rate wage system ?

(9 × 1 = 9 weightage)

Section C

V. Answer any *five* questions from the following. Each question carries a weight of 2.

- 22 Differentiate between recruitment and selection.
- 23 What are the essentials of good grievance handling procedure ?
- 24 Explain different kinds of fringe benefits.
- 25 What are the essentials of sound wage and salary administration ?
- 26 What are the merits of MBO ?

- 27 What are the advantages of job evaluation ?
- 28 Explain different types of selection tests.

(5 × 2 = 10 weightage)

Section D

VI. Answer any *two* questions. Each question carries a weight of 4.

- 29 Define Human Resource Management. Explain its scope.
- 30 What are the objectives of performance appraisal system ?
- 31 Explain various methods of on-the-job and off-the-job trainings.

(2 × 4 = 8 weightage)

studynotes.in