

S.No. : 294

BCOM 2401

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Following Paper ID and Roll No. to be filled in your Answer Book.

PAPER ID : 37818

Roll
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B. Com. (Honors) Examination 2021-22

(Even Semester)

HUMAN RESOURCE MANAGEMENT

Time : Three Hours]

[Maximum Marks : 60

Note :- Attempt all questions.

SECTION – A

1. Attempt all parts of the following : $8 \times 1 = 8$

- (a) Distinguish between a policy and procedure.
- (b) Define manpower planning.
- (c) What is the purpose of orientation in an organisation?
- (d) What is meant by Test reliability?
- (e) Differentiate between vestibule training and sensitivity training.

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- (f) Define career planning.
- (g) Name two methods of job evaluation.
- (h) What are fringe benefits? Give example.

SECTION – B

2. Attempt any two parts of the following : $2 \times 6 = 12$

- (a) Discuss the external environmental factors that influence the manpower planning process in an organisation.
- (b) What are the pros and cons of five sources of job candidates?
- (c) Elaborate on some typical on the job training techniques.
- (d) What is the critical incident method of performance appraisal? Discuss its pros and cons.

SECTION – C

Note:- Attempt all questions. Attempt any two parts from each questions. $5 \times 8 = 40$

3. (a) Define human resources management. Discuss why it is important to all managers.

- (b) Explain the various steps involved in manpower planning.
- (c) Explain the various functions of HRM.
- 4. (a) Explain the term promotion. Discuss the bases for promotion.
- (b) What is job analysis? What steps are involved in the preparation of job analysis?
- (c) What is interview? Explain the different types of interview.
- 5. (a) What is transactional analysis? Explain the three types of transactions that take place with the help of examples.
- (b) Write short notes on the following :
 - (i) Multiple management
 - (ii) Understudy
- (c) Critically evaluate the case study method used for development purpose in organisations.
- 6. (a) Describe the ranking method of job evaluation.

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- (b) You are applying for a job as a manager and are at the point of negotiating salary and benefits. Describe the benefits package you would try to negotiate for yourself.
- (c) Define social security and describe its significance in Indian industry.
