

4 SEM TDC HRM 3 (Sp) (N/O)

2 0 1 6

(May)

COMMERCE

(Speciality)

Course : 403

(Human Resource Management)

Time : 3 hours

*The figures in the margin indicate full marks
for the questions*

(New Course)

Full Marks : 80

Pass Marks : 24

1. Write True or False : 1×8=8

- (a) High labour turnover is a good symptom for an organization.
- (b) Wages which must be paid by the employer irrespective of profit or loss of the organisation is called minimum wage.

- (c) Job analysis is the process of analysing and collecting information related to the responsibilities and operations of a particular job.
- (d) Job rotation refers to vertical changes in the position of an employee.
- (e) Technical change is a factor which may influence human resource planning.
- (f) Staffing is a managerial function.
- (g) Overtime pay is included within the meaning of the term 'wages' under the Workmen's Compensation Act, 1923.
- (h) Human resource management is a proactive function.

2. Write short notes on any *four* of the following : . 4×4=16

- (a) Objectives of training
- (b) Job enrichment
- (c) Placement
- (d) Compensation
- (e) Career development

3. (a) What do you mean by human resource? Discuss the key functions of human resource management.

14

Or

- (b) Explain the scope and objectives of human resource management. 4+10=14

4. (a) Define human resource planning. Analyse the steps involved in the process of human resource planning.

3+11=14

Or

- (b) What do you mean by job analysis? Discuss the purpose of job analysis.

4+10=14

5. (a) What is internal recruitment? Explain the sources of internal recruitment.

2+12=14

Or

- (b) Discuss the different types of selection tests.

14

6. (a) Define incentives. Discuss the factors which make an incentive plan more effective. 3+11=14

Or

- (b) What do you understand by the term 'training'? How it differs from development? 4+10=14

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(Old Course)

Full Marks : 80
Pass Marks : 32

1. Write *True* or *False* : 1×8=8
- (a) HRP is a continuous process.
 - (b) Job analysis includes job specification.
 - (c) Selection and recruitment means the same.
 - (d) Job rotation is horizontal shifting of positions of workers.
 - (e) Control is a managerial function.
 - (f) Collective bargaining process helps in maintaining good industrial relations.
 - (g) Strike is a collective step taken by workers.
 - (h) Lockout refers to permanent closure of an establishment.
2. Write short notes on any *four* of the following : 4×4=16
- (a) Accidents
 - (b) Basic pay
 - (c) Job rotation

- (d) Career development
- (e) Personnel management
- (f) Importance of training

3. (a) Discuss the nature of HRM and its role in organisational health. 4+8=12

Or

(b) Give an account of the evolution of HRM in India. 12

4. (a) Discuss the objectives of human resource planning. 11

Or

(b) Define job enrichment. What are the features of an enriched job? Discuss. 3+8=11

5. (a) What do you mean by selection? Discuss the need of scientific selection of workers. 3+8=11

Or

(b) Write a note on the external sources of recruitment. 11

6. (a) Discuss various steps involved in the process of training. 11

Or

(b) Critically examine the role of career planning in the context of growth and development of workers. 11

7. (a) Define compensation. Discuss its components. 3+8=11

Or

(b) What do you mean by incentives? Discuss the features of a good incentive plan. 3+8=11
