

Roll No.

Total No. of Pages : 02

Total No. of Questions : 07

B.Com. (2011 & Onwards) (Sem.-3)
HUMAN RESOURCE MANAGEMENT
Subject Code : BCOP-305
Paper ID : [B1128]

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTION TO CANDIDATES :

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B contains SIX questions carrying TEN marks each and a student has to attempt any FOUR questions.

SECTION-A

1. Write briefly :

- a. Describe the concept of Human Resource Planning (HRP).
- b. What do you understand by selection process?
- c. Explain the objectives of job analysis.
- d. Discuss the concept of promotion.
- e. Differentiate between training and development.
- f. What is understood by Potential Appraisal?
- g. What are requisites of good incentive plan?
- h. Distinguish between career planning and career development.
- i. What do you understand by 'Social Security'?
- j. Explain the term 'Grievance'.

SECTION-B

2. Why is human resource management (HRM) essential for an organisation? Describe various functions of HRM.
3. What do you mean by recruitment? What are the factors affecting recruitment?
4. Define training. Explain various steps in a training program. How can it be made effective?
5. Discuss the benefits and limitations of career planning and development. What steps can be taken to make it more effective?
6. Discuss the importance of job evaluation. Explain briefly various methods of job evaluation.
7. Discuss in detail the various methods of performance appraisal.

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