

Reg. No



St. Joseph's College of Arts & Science (Autonomous)
St. Joseph's College Road, Cuddalore – 607001

B.COM DEGREE EXAMINATION – APRIL 2021

CM512P - HUMAN RESOURCE MANAGEMENT (2018 Batch only)

Time : 3 hrs

Max Marks :75

Please send your soft copy of Answer Booklet to this Mail ID

arul_prasad@sjctnc.edu.in

SECTION – A (10X2=20)

Answer **ALL** the Questions

1. Mention any two qualities of HR manager.
2. Define Human Resource Management.
3. Define HR planning.
4. What is job specification?
5. Write down any two merits of external source of recruitment.
6. What is the objective of preliminary interview?
7. Mention any two needs for training.
8. What is development?
9. Write any two features of performance appraisal.
10. Mention any two advantage of performance appraisal.

SECTION - B (5X5=25)

Answer **ALL** the Questions

11. a) Explain the role of HR manager.
(Or)
b) What are the objectives of HRM?
12. a) How important is HR planning?
(Or)
b) Write notes on job-description and job specification.
13. a) What are the internal sources of recruitment?
(Or)
b) Explain the merits and demerits of external recruitment.
14. a) Give in detail the importance of training.
(Or)
b) Bring out the essentials of a good training programme.
15. a) Explain “forced choice” as a method of performance appraisal.
(Or)
b) What are the problems in performance appraisal?

SECTION - C (3X10=30)

Answer any **THREE** Questions

16. Give in detail the functions of HRM.
17. What is job analysis? Explain the advantages of job analysis.
18. Explain tests and interviews as stages involved in selection of candidates.
19. Write in detail the methods of training.
20. What are the steps to be taken to make performance appraisal effective?
