



**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034**

**B.Com. DEGREE EXAMINATION – CORPORATE SECRETARYSHIP**

FIFTH SEMESTER – NOVEMBER 2015

**BC 5403 - HUMAN RESOURCE MANAGEMENT**

Date : 13/11/2015

Dept. No.

Max. : 100 Marks

Time : 09:00-12:00

**Section A**

**Answer ALL the questions**

**(10x2=20Marks)**

1. What is Human resource management?
2. Define Job description.
3. Define Selection.
4. What is recruitment?
5. What is meant by Non monetary benefit?
6. Define promotion.
7. What is meant by appraisal system?
8. What is a curriculum vita?
9. Define e-hrm.
10. What is orientation?

**Section B**

**Answer any FOUR Questions**

**(4x10=40Marks)**

11. State the importance of HRM.
12. How are Demand, Supply and Wastage forecasting determined?.
13. Explain the sources of Recruitment.
14. Why is it important to evaluate training?
15. Explain the benefits of performance appraisal.
16. State the uses of job analysis.
17. Why is it important to do referral checks?

**Section C**

**Answer any TWO Questions**

**(2x20=40Marks)**

18. 'Job analysis serves as a foundation for an organization's integrated HR system'. Discuss.
19. Explain the various recruitment methods. Elucidate with examples.
20. Describe the major areas in the evaluation of training.
21. Performance Appraisal discriminates employees which leads to conflict and demotivation. Do you agree or disagree? Explain.

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