



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

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

**SECOND SEMESTER – APRIL 2017**

**16UBC2MC02- HUMAN RESOURCE MANAGEMENT**

Date: 25-04-2017  
Time: 01:00-04:00

Dept. No.

Max. : 100 Marks

**SECTION –A**

**Answer ALL the questions**

**(10X 2=20)**

1. List the objectives of HRM.
2. Mention the qualities of a HR manager.
3. What is Human Resource Planning?
4. What do you mean by job description?
5. Write a note on Curriculum vitae.
6. What is campus interview?
7. Point out the needs of training.
8. What is vestibule training?
9. List the objective of appraisals.
10. Point out some of the non-monetary incentives.

**SECTION –B**

**Answer any FOUR questions**

**(4X 10=40)**

11. State the nature of human resource management.
12. Mention the role of E-HRM.
13. Explain the advantages of job analysis.
14. Mention the factors determining recruitment.
15. Explain the different types of tests.
16. Explain the merits and demerits of on-the job training.
17. Discuss the advantages of performance appraisal.

**SECTION –C**

**Answer any TWO questions**

**(2X 20=40)**

18. Discuss the difficulties and challenges faced by the HR manager.
19. Explain the steps involved in HRP.
20. Explain the sources of recruitment.
21. Discuss the various methods of training.

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