



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

**B.Com. DEGREE EXAMINATION – COMMERCE**

**FIFTH SEMESTER – APRIL 2013**

**CO 5502 - HUMAN RESOURCE MANAGEMENT**

Date: 11/05/2013  
Time: 9:00 - 12:00

Dept. No.

Max. : 100 Marks

**PART A**

**Answer ALL the questions:**

**10 X 2 = 20**

1. What is HRM?
2. State any two qualities of a good HR manager?
3. Define Job Analysis.
4. Define Job Specification.
5. Define Recruitment
6. Mention some features of a Job Interview?
7. Define 'Training'.
8. What is 'Job Rotation'?
9. What is 'Motivation'?
10. Name any two traditional methods of Performance Appraisal.

**PART B**

**Answer any FIVE of the following:**

**5 X 8 = 40**

11. Write in brief the objectives of Human Resource Management.
12. Describe the process of Human Resource Planning.
13. What is Job description? Describe its contents.
14. Explain the different types of Tests.
15. Write a note on the various external sources of recruitment.
16. Explain the importance of Training from the viewpoint of an enterprise and its employees.
17. Define Grievance. Why do grievances arise?
18. Explain the terms 'Monetary and non-monetary incentives'.

**PART C**

**Answer any TWO questions:**

**2 X 20 = 40**

19. Describe in detail the Job selection process.
20. What are the various methods of Performance Appraisals? Explain with Illustrations.
21. Explain the different methods of Training appropriate for the corporate sector environment. Comment on routine & non-routine training for Junior & Senior executives.

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