



K21U 3645

Reg. No. :

Name :



II Semester B.Com. Degree (CBCSS-Supple.) Examination, April 2021
(2014 – 2018 Admission)

Core Course

2B04 COM : HUMAN RESOURCE MANAGEMENT

Time : 3 Hours

Max. Marks : 40

PART – A

Answer **all** questions. **Each** carries $\frac{1}{2}$ marks.

1. Human resource management considers people in the organization as
2. What is selection ?
3. Define performance appraisal.
4. What is orientation training ? (4× $\frac{1}{2}$ =2)

PART – B

Answer **any four** questions. **Each** carries **one** mark.

5. Define HRM.
6. What is human resource planning ?
7. Give an example for job specification.
8. Write a note on the concept 'mentoring'.
9. Give two examples for 'on the job training'.
10. What is absenteeism ? (4×1=4)

PART – C

Answer **any six** questions (**not** exceeding **one** page). **Each** carries **three** marks.

11. Briefly discuss the characteristics of human resource management.
12. Differentiate between human resource management and personnel management.

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13. Discuss the process of job analysis.
14. What are the stages involved in recruitment process ?
15. Explain the significance of performance appraisal in an organization.
16. What are the necessities of employees training ?
17. What is human resource development ? Discuss its needs.
18. Discuss the procedures to be followed for disciplinary actions against employees. (6×3=18)

PART – D

Answer **any two** questions. **Each** carries **eight** marks.

19. Briefly explain the functions of human resource management.
 20. What is performance appraisal ? Discuss its process.
 21. Define discipline. What are the essentials of a good discipline system ? (2×8=16)
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