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Total No. of Pages : 02

Total No. of Questions : 09

B.Com (Hons.) (Sem.-3)

HUMAN RESOURCE MANAGEMENT

Subject Code : BCOM-303-18

M.Code : 76651

Date of Examination : 16-05-23

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. **SECTION-A is COMPULSORY** consisting of TEN questions carrying TWO marks each.
2. **SECTIONS-B** consists of FOUR Sub-sections : Units-I, II, III & IV.
3. Each Sub-section contains TWO questions each, carrying TEN marks each.
4. Student has to attempt any ONE question from each Sub-section.

SECTION-A

I. Write briefly :

- a) Importance of Human Resource Management.
- b) Definition of Human Resource Planning.
- c) Job Specification.
- d) Job rotation.
- e) Internal sources of recruitment.
- f) Induction.
- g) Aptitude Test.
- h) Difference between Training and Development.
- i) Career Planning.
- j) Graphic Rating Scale.

SECTION-B

UNIT-I

2. Discuss the new trends in Human Resource Management due to globalization.
3. Explain various factors affecting Human Resource Planning.

UNIT-II

4. Explain the methods of collecting job analysis information.
5. Explain the process of selection of employees in an organization.

UNIT-III

6. How can managers assess need for training? Explain.
7. Discuss the stages of career life cycle.

UNIT-IV

8. Define Performance appraisal and explain the steps in performance appraisal process.
9. Define Wage. Explain various elements of wage and salary.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.