

FIFTH SEMESTER B.VOC. DEGREE EXAMINATION, NOVEMBER 2019**(CUCBCSS—UG)****B.Voc.****GEC 5H R13—HUMAN RESOURCE MANAGEMENT****Time : Three Hours****Maximum : 80 Marks****Part I***Answer all questions.**Each question carries 1 mark.***A. Choose the correct answer from the choices given :**

1. _____ means continuous improvement with the involvement of everybody in the organisations so as to generate value for customers.
(a) TQM. (b) Kaizen.
(c) ESOP. (d) None of these.
2. A _____ is a blueprint of the course of action to be undertaken in a future period of time.
(a) Plan. (b) Policy.
(c) Objective. (d) None of these.
3. _____ is a detailed and systematic study of jobs to know the nature and characteristics of the people to be employed in different kinds of jobs.
(a) Job analysis. (b) Job description.
(c) Job enrichment. (d) Job evaluate.
4. _____ is a type of training given to existing employees to enable them to occupy higher posts.
(a) Promotional training. (b) Remedial training.
(c) Job training. (d) None of these.
5. _____ is an attempt to create a realistic decision-making environment for the trainee.
(a) Lectures. (b) Audio visuals.
(c) Simulation. (d) None of these.

Turn over

B. Fill in the blanks :

- 6 The purpose of _____ is to create a large pool of applicants.
- 7 _____ implies denial of employment to the employees for reasons beyond the control of the employer.
- 8 _____ is the act of increasing the knowledge and skill of an employee for doing a particular job.
- 9 _____ is a condition that arises when an employee fails to come to work when he is scheduled to work.
- 10 A written summary of content and context of job is called _____.

(10 × 1 = 10 marks)

Part II

*Answer any **eight** questions.*

Each question carries 2 marks.

- 11 What do you mean by Halsey Plan ?
- 12 What do you mean by internship training ?
- 13 What do you mean by paired comparisons method ?
- 14 What is operative function of HRM ?
- 15 What is career planning ?
- 16 What is bonus ?
- 17 What do you mean by Job design ?
- 18 What is career development ?
- 19 What do you mean by confidential report method ?
- 20 What do you mean by Personnel Management ?

(8 × 2 = 16 marks)

Part III

*Answer any **six** questions.*

Each question carries 4 marks.

- 21 What is meant by MBO ? Explain the limitations of MBO.
- 22 Distinguish personnel management from Human Resource Management.
- 23 Differentiate recruitment and selection.
- 24 Discuss the role of personnel manager. Explain the stresses and strains involved in his role.

- 25 Discuss the modern methods of performance appraisal.
- 26 What are the problems associated with performance appraisal ?
- 27 What do you mean by HR planning ? What are its features ?
- 28 What is HRM ? What are its objectives ?

(6 × 4 = 24 marks)

Part IV

*Answer any **two** questions.*

Each question carries 15 marks.

- 29 What do you mean by Interview ? Explain the various types of interviews used.
- 30 What is employee grievance ? What are the various causes for employee grievance ?
- 31 What is Human Resource Management ? Explain the objectives and functions of HRM.

(2 × 15 = 30 marks)