

COER University**END SEMESTER EXAMINATION, EVEN SEM 2022-23****Time****: 3 hours****Total Marks : 100****Program Name : B.Com. (CFA)****Semester : IV****Course Name : HUMAN RESOURCES MANAGEMENT****Course Code : SOB260****Note: All questions are compulsory. No student is allowed to leave the examination hall before the completion of the time.**

Q. No 1	Attempt Any Four Parts. Each Question Carries 5 Marks.	CO	BL
(a)	Explain Human Resource Management?	CO 1	2
(b)	What are the responsibilities of a recruiter?	CO 1	2
(c)	What are the functions of Human Resource Management? Discuss in detail.	CO 1	2
(d)	Explain the personnel policies adopted by an organization with example.	CO 1	2
(e)	State the principles of Human Resources Management.	CO 1	2

Q. No 2	Attempt Any Four Parts. Each Question Carries 5 Marks.	CO	BL
(a)	Discuss the process of manpower planning.	CO 2	2
(b)	Discuss the importance of Human Resource Planning process for Indian organizations.	CO 2	2
(c)	Explain 360-degree method of performance appraisal. Also explain any other two methods of performance appraisal.	CO 2	2
(d)	Explain the difference between job description & job specification?	CO 2	2
(e)	Define job specification. How is it different from job description? Draw a specimen form of job specification.	CO 2	2

Q. No 3	Attempt Any Four Parts. Each Question Carries 5 Marks.	CO	BL
(a)	Evaluate the concept of employee discipline?	CO 3	3
(b)	Explain performance appraisal. What are the objectives of performance appraisal? Explain the criteria to be used to measure performance.	CO 3	2
(c)	Evaluate the importance of induction in the organization.	CO 3	2
(d)	What are the different tests used in the selection of new employees? Explain with the help of any industry.	CO 3	2
(e)	Demonstrate the methods of training in detail.	CO 3	2

Q. No 4	Attempt Any Two Parts. Each Question Carries 10 Marks.	CO	BL
(a)	How do you think the internet will change the way in which HR processes, such as hiring, compensating, evaluating and benefits are performed?	CO 4	4
(b)	Evaluate some practical ways to motivate employees in the workplace?	CO 4	4
(c)	Describe the different methods of performance appraisal and which method in your opinion is the most appropriate. Justify.	CO 4	4

Q. No 5	Attempt Any Two Parts. Each Question Carries 10 Marks.	CO	BL
(a)	How can you understand managers effectively implement MBO in their organizations?	CO 5	5
(b)	Briefly describe the different techniques of performance appraisal.	CO 5	1,2
(c)	Define performance appraisal and explain its significance.	CO 5	1,2

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