

Enrollment No.....



Faculty of Commerce  
End Sem Examination Dec 2024  
CM3CO07 Human Resource Management

Programme: B.Com.(Hons.) Branch/Specialisation: Commerce

**Duration: 3 Hrs.****Maximum Marks: 60**

Note: All questions are compulsory. Internal choices, if any, are indicated. Answers of Q.1 (MCQs) should be written in full instead of only a, b, c or d. Assume suitable data if necessary. Notations and symbols have their usual meaning.

		Marks	BL	PO	CO	PSO
Q.1	i. In HRM, people are viewed as-	1	1	1,2	1	
	(a) Cost centers					
	(b) Resources that add value to the organization					
	(c) Unnecessary overhead					
	(d) Liabilities that need to be minimized					
	ii. Which of the following is NOT a typical responsibility of HRM?	1	1	1,2	1	
	(a) Employee selection					
	(b) Inventory management					
	(c) Performance appraisals					
	(d) Employee benefits administration					
	iii. What is meant by "placement" in HRM?	1	1	1,2	2	
	(a) Placing job advertisements on various platforms					
	(b) Organizing training programs for new employees					
	(c) Conducting an exit interview for departing employees					
	(d) Assigning a selected candidate to the appropriate job role					
	iv. What is "job analysis"?	1	1	1,2	2	
	(a) The process of attracting potential employees					
	(b) A method to reduce the workforce					
	(c) The process of gathering information about job requirements and responsibilities					
	(d) The act of assigning work to employees					

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v.	What is the primary purpose of training in HRM? (a) To improve the skills, knowledge, and abilities of employees (b) To increase an employee's wages (c) To complete performance appraisals (d) To enhance product quality	1	1	1,2	3
vi.	Which training method is typically used to simulate real-life scenarios for decision-making practice? (a) Role-playing (b) Lectures (c) Group discussions (d) Apprenticeship	1	4	1,2	3
vii.	Which of the following is NOT a method of job evaluation? (a) Ranking method (b) Grading method (c) Point factor method (d) Benchmarking method	1	1	1,2	4
viii.	Which of the following best describes "employee welfare"? (a) Policies to determine employee performance (b) Financial benefits offered as part of a salary package (c) Programs and services aimed at improving employees' well-being and quality of life (d) Hiring practices to ensure equal opportunity	1	1	1,2	4
ix.	Which of the following is a commonly used method of performance appraisal? (a) SWOT analysis (b) Ranking method (c) 360-degree feedback (d) Job evaluation	1	1	1,2	5
x.	In a performance appraisal, what is meant by "self-assessment"? (a) An employee evaluates their own performance (b) The manager evaluates their own team (c) The employee evaluates their peers (d) The HR department evaluates all employees	1	1	1,2	5
Q.2	i. Define HRM.	2	1	1	1
	ii. Describe the nature of HRM.	3	2	1	1

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	iii. what is the between difference personnel management vs HRM?	5	1	3	1
OR	iv. Explain functions and role of HR manager	5	2	3	1
Q.3	i. What is job specification?	2	1	1	2
	ii. What is recruitment? Describe the process of recruitment.	8	1	3	2
OR	iii. Define selection? Describe the steps involve in selection process.	8	2	3	2
Q.4	i. Explain career planning and development.	3	2	3	3
	ii. Describe the steps for designing a training programme.	7	2	3	3
OR	iii. Define training. Explain various methods of training.	7	1	3	3
Q.5	Describe the compensation system.	4	2	3	4
	What are the components of employee remuneration?	6	1	3	4
OR	What is job evaluation? Describe the process of job evaluation.	6	1	3	4
Q.6	Attempt any two:				
	i. Explain the methods of performance appraisal in detail.	5	2	3	5
	ii. What do you understand by employee grievances and their redressal?	5	1	3	5
	iii. What are the limitations of performance appraisal methods?	5	1	3	5

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**Marking Scheme**  
**CM3CO07 Human Resource Management**

Q.1	i)	(b) Resources that add value to the organization	1
	ii)	(b) Inventory management	1
	iii)	(d) Assigning a selected candidate to the appropriate job role.	1
	iv)	(c) The process of gathering information about job requirements and responsibilities	1
	v)	(a) To improve the skills, knowledge, and abilities of employees	1
	vi)	(a) Role-playing	1
	vii)	(d) Benchmarking method	1
	viii)	(c) Programs and services aimed at improving employees' well-being and quality of life	1
	ix)	(c) 360-degree feedback.	1
	x)	(a) An employee evaluates their own performance.	1
Q.2	i.	Definition of HRM	2
	ii.	Nature (each point carries 1 mark)	3
	iii.	Each difference carries 1 mark (1x5)	5
	OR iv.	Functions (1x2) role (1x3)	5
Q.3	i.	Meaning of job specification	2
	ii.	Meaning of recruitment (2) Process (6)	8
	OR iii.	Definition Selection (2) Process (6)	8
Q.4	i.	Explanation of planning & development	3
	ii.	Each step carries 1 mark	7
	OR iii.	Define 1 mark, Methods 6 mark	7
Q.5	i.	Description	4
	ii.	Each component carries 2 mark	6
	OR iii.	Job evaluation (2) Process (4)	6
Q.6	i.	As per the answer	5
	ii.	Grievances (3) Redressal (2)	5
	iii.	Each limitation carries one mark	5

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