

Second Year B.Com. Degree Examinations

October/November 2014

Directorate of Distance Education

COMMERCE

(DCB220) Paper: Human Resource Management

Time: 3 hrs]

[Max.Marks: 70/80

Instructions to Candidates:

1. Students who have attended 30 Marks. IA Scheme will have to answer for total of 70 Marks.
30 CAPUMÁ DAVJ PÁ YZVÁIÁ° è SgZÁ «zÁyÖUMÁ 70 CAPUMÁ YÁUWUE GvJ ,ÁÁZÁ.
2. Students who have attended 20 Marks. IA Scheme will have to answer for total of 80 Marks.
20 CAPUMÁ DAVJ PÁ YZVÁIÁ° è SgZÁ «zÁyÖUMÁ 80 CAPUMÁ YÁUWUE GvJ ,ÁÁZÁ.
3. Note: Q. No. (14 or 15) in Section-D is compulsory for 80 Marks Scheme only.
80 CAPUMÁ 1Á«ÁEPJ UE «ÁUA-r EP gÁÁ YÁB ,ASÍ 14 CxPÁ 15 PÁÁÁÁ.

SECTION – A «ÁUA – J

I. Answer any TWO questions. 5 Marks each. 2 X 5 = 10

1. Write a note on Human Resource Management.
ÁÁEPÁ ,ÁYÁEP® áD°Uí SUE nYÁÁ SgÁ-Áj .
2. Explain briefly about transfers.
ÁÁÖÁUUMÁ SUE ,AQÁÁV «Áj 1.
3. Write a note on external sources of recruitment.
EÁÁPÁWÁÁ Á°Á ÁE@UMÁ SUE nYÁÁ SgÁ-Áj .
4. Define personnel management. State the objectives of personnel management.
SÁÇ áD°UÁÁEÁ ÁSÁÁ¹. SÁÇ áD°UÁÁ GZÁÁUMÁEÁ w½¹.

SECTION – B «ÁUA – ©

II. Answer any THREE questions. 10 Marks each. 3 X 10 = 30

5. What is labour turnover? Explain the causes for labour turnover.
PÁ«ÁÖPÁ á»ÁÍ Á JAZÁEÁ? PÁ«ÁÖPÁ á»ÁÁnEÁ PÁgÁUMÁEÁ «Áj 1.
6. Define selection. Explain in brief the steps involved in selection procedure.
DAIÁÁEÁ ÁSÁÁ¹. DAIÁÁÁ YÁÁÁÁÁ° è EÁÁÁ «ZÁÁVUMÁEÁ ,AQÁÁV «Áj 1.

Contd... 2

- 7. What is promotion? State the essentials of promotion policy.
Srú JAzgáÉÁ? Srú ÁwAíÁ C^aÉPÁ CA±UkÉÁB w½¹.
- 8. Distinguish between Human Resource Management and personnel management.
^aÁÁÉPÁ ÁYÉÉÉÉ[®] ^aÁÁUÉ^a ÁVÁU¹ SÁÇ ^aÁÁUÉ ÉqÁ«ÉÁ^a ÁVÁU¹ PÉÁB SgÉ-Áj.
- 9. Explain the characteristics of a good incentive plan.
GvPÁ GvÁdPÁ ÁíÉÁÉÁÉÁ^a ©PÁUkÉÁB «^aj¹.

SECTION – C «¹ÁUÁ– 1

III. Answer any TWO questions. 15 Marks each. 2 X 15 = 30
ÁíÁ^a ÁZÁZgÉ JgqÁ YÉBUkÉ GvJ¹. v¹ Á 15 CAPUkÁ.

- 10. Define Human Resource planning. Explain the factors affecting human resource planning.
^aÁÁÉPÁ ÁYÉÉÉÉ[®] ÁíÉÁÉÁÉÁÉÁ^a ÁSÁ¹. ^aÁÁÉPÁ ÁYÉÉÉÉ[®] ZÁ ÁÁ-É Yj UÁÁ ©ÁgÁ^a CA±UkÉÁB «^aj¹.
- 11. Explain the objectives of Training and different methods of Training.
vqÁ ÁwAíÁ GZÁ±UkÁ^a ÁVÁU vqÁ ÁwAíÁ «ZÁ SÚUkÉÁB «^aj¹.
- 12. Define welfare measures. Explain the types of welfare activities.
PÁ^a ÁÁ©PÁÁÁ C^aÁUkÉÁ[®] ÉÁB^a ÁSÁ¹. PÁ^a ÁÁ©PÁÁÁ ZÁ Á^a ÁPÚkÁ «ZÁUkÉÁB «^aj¹.
- 13. Explain the objectives, advantages and disadvantages of workers participation in management.
^aÁÁUÉ^a ÁíÁ^a ©PÁ«ÁÖPqÁ¹ ÁU¹ Á«PÁÁ GZÁ±Á CÉÁPÉ[®] ^aÁVÁU CÉÁÉÁPÉ[®] UkÉÁB «^aj¹.

SECTION – D «¹ÁUÁ– r

Note:- Compulsory question for 80 Marks scheme.
KEZÉÉ- 80 CAPUkÁ YÉYÁVÉUÉ ÉgÁ^a ÁPqÁÁÁ YÉBUkÁ.

Answer any ONE of the following questions. 10 Marks each. 1 X 10 = 10
ÁíÁ^a ÁZÁZgÉ MAZÁ YÉBUÉ GvJ¹. v¹ Á 10 CAPUkÁ.

- 14. Write a note on:
nYÁÁ SgÉ-Áj :
 - a) Contents of Job analysis
^aÁVÚ «±ÁUÁÁÁÁ M^aÁUkÉÁrgÁ^a Á CA±UkÁ
 - b) Contents Job description
^aÁVÚ «^aÁUÉ
- 15. Explain the factors influencing compensation.
Yj ©ÁgZÁ^a ÁÁ-É YÉ Á^a ©ÁgÁ^a Á CA±UkÉÁB «^aj¹.