

**M. COM DEGREE END SEMESTER EXAMINATION - JULY 2021****SEMESTER 2 : COMMERCE****COURSE : 16P2COMT07 : HUMAN RESOURCE MANAGEMENT***(For Regular - 2020 Admission and Supplementary - 2019/2018/2017/2016 Admissions)*

Time : Three Hours

Max. Marks: 75

**PART A****Answer any 10 (2 marks each)**

1. What do you mean by Job Description?
2. Explain Job Simplification.
3. Explain e-recruitment.
4. What is an Induction Guide?
5. What do you mean by 'follow up interview'?
6. What do you mean by Coaching?
7. What do you mean by Apprenticeship Training?
8. What do you mean by group morale?
9. List any four performance appraisal methods.
10. List any two qualities of a good leader.
11. Explain 'Production Centered Leadership'.
12. What do you mean by democratic leadership style?

**(2 x 10 = 20)****PART B****Answer any 5 (5 marks each)**

13. Briefly explain the techniques in 'dejobbing'.
14. Explain the principles of Placement.
15. What are the contents of Induction Programme?
16. Explain the importance of Training.
17. What are the objectives of Training Evaluation.
18. Explain the benefits of QC.
19. Explain the various Leadership Styles.
20. Explain the qualities of a successful leader.

**(5 x 5 = 25)****PART C****Answer any 3 (10 marks each)**

21. What are the uses of Job Analysis?
22. What are the advantages and disadvantages of External Sources of Recruitment?
23. What are the various On the Job Training Methods?
24. What are the factors influencing job satisfaction?
25. Explain the Trait Theory of Leadership.

**(10 x 3 = 30)**