

(FOR THE CANDIDATES ADMITTED
DURING THE ACADEMIC YEAR 2022 ONLY)

22UBM408

REG.NO. :

N.G.M.COLLEGE (AUTONOMOUS) : POLLACHI
END-OF-SEMESTER EXAMINATIONS: MAY-2024
COURSE NAME: B.B. A **MAXIMUM MARKS: 50**
SEMESTER: IV **TIME : 3 HOURS**

PART - III
HUMAN RESOURCE MANAGEMENT

SECTION – A (10 X 1 = 10 MARKS)

ANSWER THE FOLLOWING QUESTIONS.

MULTIPLE CHOICE QUESTIONS. (K1)

- Which of the following is a primary objective of personnel department policies and procedures?
a) Maximizing shareholder value
b) Minimizing employee satisfaction
c) Ensuring legal compliance and fairness
d) Ignoring workplace diversity
- Which of the following is a step in the manpower planning process?
a) Ignoring current workforce trends
b) Conducting a skills gap analysis
c) Hiring without assessing needs
d) Avoiding workforce forecasting
- Who provides feedback on an employee's performance in a 360-degree feedback system?
a) Only the immediate supervisor
b) Only peers
c) A combination of superiors, subordinates, peers, and self
d) Only subordinates
- What does the term "collective bargaining" refer to in industrial relations?
a) Individual negotiations between employees and employers
b) Negotiations between a group of employees and multiple employers
c) Negotiations between employers and labor unions on behalf of employees
d) Negotiations between employees for better working conditions
- What is the maximum number of hours of work per week prescribed by the Factories Act, 1948?
a. 40 hours b. 48 hours c. 50 hours d. 60 hours

ANSWER THE FOLLOWING IN ONE (OR) TWO SENTENCES. (K2)

- Define Personnel Management
- Indicate the need of Job Description
- Distinguish between Transfer and Demotion
- Define Trade Union
- Explain the Principles of Labour Legislation.

SECTION – B (5 X 3 = 15 MARKS)

ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS (K3)

- a) Describe the Nature of Personnel Management.
(OR)
b) Show the Benefits of Personnel Management.
- a) Discover the Methods of Job Analysis
(OR)
b) Examine the Importance of Job Specification.

(CONTD.....2)

13. a) Describe the purpose of Promotion in Performance Appraisal.
(OR)
b) Examine the Method of Job Evaluation.
14. a) Discover the Role of Trade Union in India.
(OR)
b) Assess the Techniques of Grievance Handling.
15. a) Interpret the Objectives of Factories Act 1948.
(OR)
b) Discover the Benefits of Labour Legislation in India.

SECTION – C

(5 X 5 = 25 MARKS)

ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS.

(K4 (Or) K5)

16. a) Outline the Objectives of Personnel Management.
(OR)
b) Analyze the Essentials of Policies and procedures in personnel management.
17. a) Summarize the differences between Recruitment and Selection.
(OR)
b) Construct the Process of Training and Development.
18. a) Analyze the Factors affecting Wage and Salary Administration.
(OR)
b) Classify the Performance Appraisal.
19. a) Formulate the Steps in Succession Planning.
(OR)
b) Examine the Challenges of Fast Tracking
20. a) Give your OPINION on Contributions of Employees State Insurance Act, 1948 .
(OR)
b) Determine the Features of Industrial Disputes Act-1947.

ETHICAL PAPER