

**N.G.M. COLLEGE (AUTONOMOUS): POLLACHI****END-OF- SEMESTER EXAMINATIONS: MAY- 2025****M.Com.-C.A  
SEMESTER: IV****MAXIMUM MARKS: 75  
TIME: 3 HOURS****HUMAN RESOURCE MANAGEMENT****SECTION- A (10 X 1= 10 MARKS)****ANSWER THE FOLLOWING QUESTIONS. (K1)****MULTIPLE CHOICE QUESTIONS.**

1. What is the main purpose of Human resource management?
 

(a) Development of people	(b) Punishment of people
(c) Adoption of people	(d) Motivating personal
2. Which term is used to familiarize the new employees to the organisation?
 

(a) Placement	(b) Induction
(c) Recruitment	(d) Selection
3. In which of the following, a duplicate factory environment is created for training?
 

(a) Classroom	(b) Apprenticeship
(c) Internship	(d) Vestibule
4. What is the process of reassignment of employees to position with higher pay and greater responsibilities?
 

(a) Recruitment	(b) Demotion
(c) Promotion	(d) Transfer
5. Which performance appraisal method involves feedback from an employee's manager, peers, subordinates and self?
 

(a) Peer review	(b) 360-degree feedback
(c) Upward feedback	(d) Downward feedback

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

6. Define Human Resource Development.
7. What is job specification?
8. What is meant by job rotation?
9. State the meaning of Transfer.
10. What is HR Audit?

## **SECTION- B (5 X 5= 25 MARKS)**

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

11. a) Distinguish between human resource management and human resource development.  
**(OR)**  
b) What are the skills required for HR Manager?
12. a) Explain the process of human resource planning.  
**(OR)**  
b) Bring out the significance of placement.
- 13.a) What are the steps in training process?  
**(OR)**  
b) Bring out the importance of training.
- 14.a) What are the problems in Promotion?  
**(OR)**  
b) Discuss the characteristics of career development programme.
- 15.a) Differentiate between performance appraisal and merit rating.  
**(OR)**  
b) What are the appraisal errors?

## **SECTION- C (5 X 8= 40 MARKS)**

**ANSWER EITHER (a) OR (b) IN EACH OF THE FOLLOWING QUESTIONS. (K4 (or) K5)**

16. a) Enumerate the objectives of human resource management in detail.  
**(OR)**  
b) Explain the managerial and operational functions of human resource management.
17. a) Discuss the internal and external sources of recruitment.  
**(OR)**  
b) What is selection? Bring out its various processes.
18. a) Explain the performance evaluation of training and follow up training.  
**(OR)**  
b) What are the objectives of training How do you identify the training needs?
19. a) Bring out the various stages of career development and explain significance of each stage.  
**(OR)**  
b) What are the merits of Transfer?
20. a) Explain the various methods of Performance Appraisal.  
**(OR)**  
b) Discuss the importance and scope of HRM Audit and Research.

\*\*\*\*\*

**ETHICAL PAPER**