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Total No. of Printed Pages: [01]

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**B.Com (Hons.) (Semester – 3<sup>rd</sup>)**  
**HUMAN RESOURCE MANAGEMENT**  
**Subject Code: BCOM1 -312**  
**Paper ID: 140117**

**Time: 03 Hours**

**Maximum Marks: 60**

**Instruction for candidates:**

1. Section A is compulsory. It consists of 10 parts of two marks each.
2. Section B consist of 5 questions of 5 marks each. The student has to attempt any 4 questions out of it.
3. Section C consist of 3 questions of 10 marks each. The student has to attempt any 2 questions.

**Section – A**

**(2 marks each)**

Q1. Attempt the following:

- a) What is Manpower Planning?
- b) What is Recruitment?
- c) What kind of grievances may arise in organization.
- d) Write the importance of Transfer.
- e) Write difference between Placement and Induction.
- f) What are Fringe benefits.
- g) What is Career Planning.
- h) Mention any 5 types of selection tests.
- i) Mention the provisions an organization should make for employee health and security.
- j) Write errors in Performance Appraisal System.

**Section – B**

**(5 marks each)**

- Q2. What factors affect Manpower Planning?
- Q3. Discuss in detail the selection procedure.
- Q4. Discuss techniques of development
- Q5. Discuss job Evaluation and its importance.
- Q6. Write about various incentive plans.

**Section – C**

**(10 marks each)**

- Q7. What are objectives and importance of Human Resource Planning? Also discuss their Functions in detail.
- Q8. Discuss in detail traditional and modern techniques of Performance Appraisal. Also, mentions factors affecting performance Appraisal.
- Q9. Discuss in detail methods of training. Also, mention differences between training and development.