

## **M COM II SEM**

### **SUBJECT: HUMAN RESOURCE MANAGEMENT**

#### **UNIT I**

##### **SHORT QUESTIONS**

1. What is Human Resource Management?
2. What is the nature of Human Resource Management?
3. What are the objectives of HRM?
4. Discuss the functions of human Resource Management with relevant examples?.
5. Describe the importance of HRM.
6. What are the future Challenges before HR managers?
7. What is talent management?

##### **ESSAY QUESTIONS**

1. State the essential characteristics of sound HR policy.
2. Differentiate HRM and HRD?
3. What is human capital?
4. Briefly explain the human resource development and its objectives.
5. What are the different techniques of human resource development?

#### **UNIT II**

##### **SHORT QUESTIONS**

1. What is job design?
2. What is job description?
3. What is job specification?
4. What is job enrichment?
5. What is job rotation?
6. What is job bandwidth?
7. What is human resource planning?
8. What is recruitment?

##### **ESSAY QUESTIONS**

1. What is job analysis, briefly explain its objectives.
2. What are the methods of job analysis?
3. What are the sources of recruitment?
4. What are different steps involved in selection process?
5. What are the different types of interviews?
6. What are the factors effecting the human resources planning?
7. What do you mean by induction?

#### **UNIT III**

##### **SHORT QUESTIONS**

1. What is training?
2. What is development in HRM?

3. What are quality circles?
4. What is work committee?
5. Who is work directors? Explain the duties and responsibilities and work director.
6. What is performance appraisal?
7. What are the methods of identifying the training needs?

#### ESSAY QUESTIONS

1. What are the different techniques of management development?
2. What are the different methods of performance appraisal?
3. What is participative management? Explain its objectives.
4. What is career planning and career development?
5. What are assessment centres?
6. What are the methods of evaluating training?

#### UNIT IV

##### SHORT QUESTIONS

1. What is job evaluation?
2. What is wage?
3. What are the causes of employee grievances?
4. What is collective bargaining?
5. What are trade unions?
6. What is industrial conflict?

##### ESSAY QUESTION

1. What are the methods of job evaluation?
2. Explain the types of wages.
3. What is employee engagement?
4. Explain the types of collective bargaining.
5. What is the role of trade union in new economy?

#### UNIT V

##### SHORT QUESTION

1. What is knowledge management?
2. What is virtual organisation?
3. Explain the concept of work life balance?
4. Managing the diversity in organisation, a challenge to HR manager, explain.

##### ESSAY QUESTION

1. Explain the concept of knowledge architecture.
2. Explain the knowledge management process.
3. What is knowledge conversion?
4. What are the issues faced by a HR manager with virtual organisation?