2018
COMMERCE
MCO : 305(B) :
HUMAN RESOURCE MANAGEMENT
Full Marks : 80
Time : 3 hours

The figures in the margin indicates full marks for the questions

I. Choose the correct answers from the given options: 1x12=12

1. work simplification,job relation,job enlargement,job enrichment are the popular technique of -
   a) job analysis   b) job design
   c) job description   d) job specification

2. The technique which involve a bottom-up or s top-above approach is:
   a) work study technique   b) Managerial judgement
   c) Flow models   d) None of the above

3. External source of recruitment are:
   a) size of the firm,growth and expansion,human resource planning
   b) labour market,unemployment rate,legal environment
   c) both a and b
   d) None of the these

4. Which of the following is not the step in selection process:
   a) preliminary test   b) selection test
   c) Employee orientation   d) Employment interview

5. Which of the following is not a Disputes Settlement mechanism.
   a) Collective Bargaining   b) Arbitration
   c) Conciliation   d) None of these

1

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6. Which of the following is not the uses of HRIS:
   a) Personnel Administration   b) Salary administration
   c) performance appraisal   d) none of these

7. The process by which representatives of workers and employers are brought together before third party for mutual discussion is called :
   a) Conciliation   b) Arbitration
   c) Adjudication   d) Collective Bargaining

8. Which of the following is not a technique of HR demand forecasting:
   a) Managerial judgement   b) Flow models
   c) Rightsizing   d) None of the above

9) which of the following is correct:
   1. Factories Act   a) 1923
   2. The payment of Wages Act b) 1936
   3. The Employment Compensation Act   c) 1947
   a) 1-a ,2-b,3-c   b) 1-c,2-b,c-a
   c) 1-b,2-c ,3-a   d) none of these

10. "Performance appraisal is the systematic,periodic and impartial rating of an employee's excellence in matters pertaining to his present job and his potential for a better job". Who defined this:
    a) Flippo   b) Dale Beach
    c) Elton Mayo   d) W.F Cascio

11. The wage which is above the minimum wage but below the living wage is called:
    a) Need-based minimum wage   b) Fair wage
    c) BroadBanding   d) Marginal wage

12. Expected Realisable value method is:
    a) Monetary methods of HRA   b) Non-Monetaery methods of HRA

c) Social Value method of HRA   d) None of the above.

II. Answer the following questions: 5x4=20
   1. Briefly describe job analysis process.
   2. Outline difference between HRA and financial Accounting.
   3. Explain the various methods of Simulation training?
   4. Write an explanatory note on legalistic machinery for settlement of industrial Disputes?

III. Answer any four from the following questions: 12x4=48
   1. Define Recruitment. Discuss the various sources that influence recruitment.   2+10=12
   2. Describe the need of motivating employees in an organization. Can the Expectancy model be applied in to your motivation as a sudent .Discuss?   6+6=12
   3. Describe the main methods of measuring the value of Human resources.   12
   4. Outline the various causes of industrial accidents. Explain how can accidents be avoided.   6+6=12
   5. what are the causes of poor industrial relation in India? Give suggestive measures to improve industrial relations in india.   12

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