

**2023/TDC(CBCS)/ODD/SEM/  
COMHCC-301T/322**

**TDC (CBCS) Odd Semester Exam., 2023**

**COMMERCE**

**( Honours )**

**( 3rd Semester )**

**Course No. : COMHCC-301T**

**( Human Resource Management )**

*Full Marks : 70*

*Pass Marks : 28*

*Time : 3 hours*

*The figures in the margin indicate full marks  
for the questions*

**SECTION—A**

**Answer ten questions, selecting any two from each**

**Unit :**

**2×10=20**

**UNIT—I**

- 1. Explain the concept of Human Resource Management.**
- 2. Write two objectives of Human Resource Management.**
- 3. What is VRS?**

( 2 )

UNIT—II

4. What is Human Resource Planning?
5. Explain the term 'job analysis'.
6. What is interview?

UNIT—III

7. What do you understand by training?
8. Write any two principles of training.
9. Write two objectives of employee training.

UNIT—IV

10. What is performance appraisal?
11. Write two objectives of performance appraisal.
12. What is job evaluation?

UNIT—V

13. What do you mean by grievances?
14. What is industrial conflict?
15. What is employee safety according to the Factories Act, 1948?

( 3 )

SECTION—B

Answer *five* questions, selecting *one* from each  
Unit : 10×5=50

UNIT—I

16. Explain the various functions of Human Resource Management.
17. Explain the role and status of HR Manager.

UNIT—II

18. Explain the various sources of recruitment.
19. Discuss the various steps involved in selection process.

UNIT—III

20. Discuss the various types of training.
21. Discuss the various methods used in the training of employees in an industrial concern.

UNIT—IV

22. Explain the modern methods of performance appraisal.
23. Explain the different methods of wage payments.

UNIT—V

- 24.** Explain the various legal provisions regarding safety of workers as per the Factories Act, 1948.
- 25.** What are the causes of grievances? Also discuss the important steps in handling the grievances.

\*\*\*