1 Answer in brief: (any five)  

(1) Discuss the various objectives of Human Resource Management.

(2) Explain the terms with suitable examples; “Job Family” and “Task”.

(3) What is absenteeism? How to calculate it?

(4) What is Application Blank and also list down the content required in application blank?

(5) Differentiate between Training and Development.

(6) What is succession planning?

2 (a) Enlist the various operative functions of Human Resource Management. Discuss the “Development” and “Compensation” function in detail.

(b) Write a detailed note on Job Enrichment and also discuss how to enrich a job.

OR

2 (a) Write a detailed note on Limitation of Human Resource Management.

(b) Discuss the need and importance of Human Resource Planning in detail.
3 (a) Enlist the various internal sources recruitment and discuss them with advantages and disadvantages. 7

(b) Enlist various job training programme and discuss each in detail with merits and demerits. 6

OR

3 (a) Define the term Selection. Discuss the various factors affecting selection process. 6

(b) What are the career stages ? How do the organizations plan for the career of employees based on the career stages ? 7

4 Write short notes : (any two) 14

(1) Role Analysis
(2) Guidelines of Human Resource Planning
(3) Importance of Training
(4) Process of Recruitment.