

**B.COM.**  
**THIRD SEMESTER (SPECIAL REPEAT)**  
**HUMAN RESOURCE MANAGEMENT**  
**BCM-301**

(Use separate answer scripts for Objective & Descriptive)

Duration : 3 hrs.

Full Marks : 70

Time : 20 min.

( PART-A : Objective )

Marks : 20

*Choose the correct answer from the following:*

*1X20=20*

1. The extent to which an organization's employees are psychologically involved in, connected to, and committed to getting their jobs done is called\_\_\_\_\_
  - a. Employee enrichment
  - b. Employee maintenance
  - c. Employment engagement
  - d. All of these
2. \_\_\_\_\_traditionally gives managers the right to issue orders to other managers or employees.
  - a. Authority
  - b. Line authority
  - c. Both a & b
  - d. Staff authority
3. \_\_\_\_\_is systematically moving workers from one job to another.
  - a. Job rotation
  - b. Job enrichment
  - c. Job enlargement
  - d. None of the above
4. The historical arithmetic relationships between recruitment leads and invitees, invitees and interviews, interviews and offers made, and offers made and offers accepted is called:
  - a. Placement
  - b. Induction
  - c. Selection
  - d. None of the above
5. \_\_\_\_\_is a situation where an employer fails to train adequately, and the employee subsequently harms a third party.
  - a. Failed training
  - b. Negligent training
  - c. Both a& b
  - d. None of these
6. Which of the following is a detailed study of a job to identify the specific skills required?
  - a. On the job technique
  - b. Task analysis
  - c. Competency model
  - d. Performance analysis
7. On the job training includes:
  - a. Apprenticeship
  - b. Audio-visual mode
  - c. Internship
  - d. All of these
8. In\_\_\_\_\_ training, trainees act out parts in a realistic management situation.
  - a. Classroom
  - b. Vestibule
  - c. Role-playing
  - d. Apprenticeship
9. Paired comparison method is:
  - a. A scale that lists a number of traits and a range of performance for each
  - b. Ranking employees by making a chart of all possible pairs of the employees for each trait and indicating which is the better employee of the pair
  - c. Ranking employees from best to worst on a particular trait
  - d. None of the above

10. \_\_\_\_\_ is a temporary situation where an employer sends employees home due to lack of work.
- Downsizing
  - Layoff
  - VRS
  - CRS
11. Identify the true statement from the following:
- Job evaluation is a systematic compensation done in order to determine the skills required for one job
  - Compensable factor is a fundamental, compensable element of a job, such as skills, effort, responsibility and working conditions.
  - Job analysis is a systematic compensation done in order to determine the worth of one job relative to another
  - All the above
12. \_\_\_\_\_ is a work schedule in which employees' workdays are built around a core of midday hours, and employees determine, within limits, when they will work.
- Compressed workweek
  - Work sharing
  - Job sharing
  - Flextime
13. Process of studying and collecting information about a job is known as \_\_\_\_\_
- HRP
  - Job design
  - Job analysis
  - Job evaluation
14. The basic objective of \_\_\_\_\_ is to help develop capacities and capabilities of employees and improve their level of performance.
- Development
  - Education
  - Training
  - None of these
15. Identify the correct statement:
- There cannot be effective manpower planning in the absence of effective career planning
  - Training is a process by which one selects career goals
  - Career development can be judged by the level of objective success and level of psychological success
  - None of the above
16.  $Earnings = T \times R$  is a method for calculating wage under \_\_\_\_\_ system.
- Piece wage system
  - Time wage system
  - Debt system
  - Rowan plan system
17. Salary, bonus are components of \_\_\_\_\_
- Compensation
  - Basic remuneration
  - Wage
  - Remuneration
18. Which of the following is not a cause of industrial dispute?
- demand for pay and benefits hike
  - demand for hygienic and safer working conditions
  - demand for better labour welfare
  - None of the above
19. When employees resort to unauthorized strike in violation of the labour contract or agreements, it is called:
- Pen-down
  - Wild-cat strike
  - Sit-in strike
  - Tools-down
20. There were no restrictions on child labour till \_\_\_\_\_ was implemented.
- Independence
  - Labour Law
  - Commercial Law
  - Trade Union Act

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**( PART-B : Descriptive )**

Time : 2 hrs. 40 min.

Marks : 50

[ Answer question no.1 & any four (4) from the rest ]

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| 1. What is human resource management? Discuss elaborately the functions of HR manager.                             | 3+7=10 |
| 2. Discuss in detail the various legal provisions for employee health and safety.                                  | 10     |
| 3. Explain in detail the concept of performance appraisal. Discuss the importance of performance appraisal.        | 5+5=10 |
| 4. Differentiate between job description and job specification. Briefly explain the steps in job analysis process. | 5+5=10 |
| 5. What is Industrial dispute? Discuss the different causes of Industrial disputes.                                | 4+6=10 |
| 6. Discuss new trends in HRM due to globalization.   | 10     |
| 7. Explain the difference between job analysis, job evaluation, job description and job specification.             | 10     |
| 8. Write short notes on:   | 5+5=10 |
| a) Fringe benefits   |        |
| b) Performance linked compensation   |        |

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