

GVM'S GGPR College of Commerce & Economics, Ponda Goa
M.Com Semester II End Examination, July, 2021
COC 221 – Human Resource Management

Duration – 02 Hours

Maximum Marks: 30

Instructions:

1. *This paper consists of 5 questions.*
 2. *Question no. 1 consist of 5 compulsory questions of 2 mark each*
 3. *Answer any 2 questions from question no. 2 to 5*
 4. *Q1 carry 10 marks & Q2 – Q5 carry 10 marks each.*
-

Q1. Write short notes on the following

(5 x 2 = 10 marks)

- a) Work life balance
- b) Job Description v/s Job Specification
- c) Induction and Placement
- d) Potential Appraisal
- e) Corporate Social Responsibility (CSR)

Q2. One of the key achievement of HRM in modern times is the growth of E-HRM, enumerate.

(10 marks)

Q3.

a) What do you mean by Human Resource Planning (HRP), explain the various steps of HRP

(5 marks)

b) Explain the concept of Job analysis and its process with suitable examples.

(5 marks)

Q4.

a) Explain the concept of recruitment and suggest sources from where we can recruit a diverse workforce.

(5 marks)

b) Elaborate on Employee Testing and Selection.

(5 marks)

Q5.

a) Enumerate different methods of employee training and development.

(5 marks)

b) What is performance management, explain the methods used in employee performance management.

(5 marks)