

**5m/COM-302 Syllabus-2023**

**2 0 2 5**

( Nov-Dec )

**FYUP : 5th Semester Examination**

**MINOR**

**COMMERCE**

**( Human Resource Management )**

**COM-302**

*Marks : 75*

*Time : 3 hours*

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

1. Define Human Resource Management.  
Highlight its importance as well as  
limitations for an organization. 5+5+5=15

*Or*

Define Human Resource Planning. What are  
the objectives and importance of Human  
Resource Planning? 5+5+5=15

( 2 )

2. What do you understand by the term 'recruitment'? Briefly explain the different sources of recruitment.  $5+10=15$

Or

Explain the concept of selection. Highlight the steps involved in the selection process.  $5+10=15$

3. Define Performance Appraisal. Why is performance appraisal important? Explain any one technique of performance appraisal.  $5+5+5=15$

Or

What do you understand by compensation? Identify the different types of compensation and explain its importance in human resource management.  $5+5+5=15$

4. Write short notes on any *two* of the following :  $7\frac{1}{2}\times 2=15$

- (a) The Occupational Safety, Health and Working Conditions Code, 2020
- (b) The Code on Social Security, 2020
- (c) The Industrial Relations Code, 2020
- (d) Code on Wages (Central Advisory Board) Rules, 2021

( 3 )

5. Explain any *two* of the following by citing suitable examples :  $7\frac{1}{2}\times 2=15$

- (a) Human Resource Information System
- (b) Management Development
- (c) Job Evaluation

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