



LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

U.G. DEGREE EXAMINATION – ALLIED

THIRD SEMESTER – APRIL 2023

18/17/16UBU3AL02 – HUMAN RESOURCE MANAGEMENT

Date: 10-05-2023

Dept. No.

Max. : 100 Marks

Time: 01:00 PM - 04:00 PM

PART – A

Q. No Answer ALL Questions

(10 x 2 = 20 Marks)

- 1 Define Human Resource Management.
- 2 Define Job Analysis.
- 3 Write a short note on Job Specification.
- 4 Indicate any two steps involved in Human Resource Planning.
- 5 Infer the term Job Description.
- 6 Define the term Recruitment.
- 7 Identify any two objectives of HRP.
- 8 Write a short note on Selection.
- 9 Indicate any two characteristics of Effective Appraisal.
- 10 Define Team Building.

PART – B

Answer any FOUR Questions

(4 x 10 = 40 Marks)

- 11 Explain the roles and responsibilities of a Human Resource Manager.
- 12 Prepare the methods of collecting information for conducting Job Analysis.
- 13 Illustrate the Importance of Human Resource Management.
- 14 Explain the Sources of Recruitment.
- 15 Discuss the process involved in Performance Appraisal.
- 16 Describe the Approaches to Discipline.
- 17 Elaborate the steps involved in the interview process.

PART – C

Answer any TWO Questions

(2 x 20 = 40 Marks)

- 18 Describe the Functions of Human Resource Management.
- 19 Explain the Process of Human Resource Planning.
- 20 Describe the steps involved in Selection Process.
- 21 Explain the different types of Training Methods.

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