

Mcom  
4th

Exam.Code:0314  
Sub. Code: 2712

2072

M.Com. (Entrepreneurship and Family Business)

Fourth Semester

FB-403: Business Management – IV (Personnel)

Time allowed: 3 Hours

Max. Marks: 80

**NOTE:** Attempt five questions in all, selecting atleast two questions from each Unit.

x-x-x

### UNIT – I

- I. What is personnel department in an organization? Discuss the various operations and functions of personnel department. (16)
- II. What do you mean by 'Manpower Planning'? Discuss the various steps for manpower planning. (16)
- III. What do you mean by human resource development system? Discuss the various issues in HRD. (16)
- IV. What is meant by 'Training and Development'? Discuss the need, significance and process of training and development of employees. (16)
- V. Write short notes on the following:-
  - a) Employee selection and induction
  - b) Personnel management environment in India(2x8)

### UNIT - II

- VI. What do you mean by 'Job Design'? Discuss the various important considerations for appropriate job designs for various levels and functions. (16)
- VII. Discuss the significance of keeping good industrial relations. Discuss the respective role of unions and management in maintaining good industrial relations. (16)

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(2)

- VIII. What is collective bargaining? Discuss the mechanism for collective bargaining and its various advantages. (16)
- IX. What do you mean by 'Industrial Democracy'? Discuss the positive aspects of industrial democracy and worker's participation in management. (16)
- X. Write short notes on the following:-
- a) Performance monitoring and appraisal
  - b) Industrial conflicts and resolution
- (2x8)

x-x-x