

**STELLA MARIS COLLEGE (AUTONOMOUS) CHENNAI – 86**  
(For candidates admitted from the academic year 2023 – 2024 and thereafter)

**B.COM DEGREE EXAMINATION, APRIL 2026**  
**CORPORATE SECRETARYSHIP**  
**FOURTH SEMESTER**

**COURSE : MAJOR ELECTIVE**  
**PAPER : HUMAN RESOURCE MANAGEMENT**  
**SUBJECT CODE : 23CO/ME/HR45**  
**TIME : 3 HOURS**

**MAX. MARKS: 100**

<b>SECTION A</b>				
<b>Q. No.</b>	<b>Answer all questions</b>	<b>(5 x 2 = 10 marks)</b>	<b>CO</b>	<b>KL</b>
1.	Define Human Resource Management.		1	1
2.	What is job analysis?		1	1
3.	State the meaning of employee retention.		1	1
4.	List out the objectives of HR audit.		1	1
5.	What are the benefits of training?		1	1
<b>SECTION B</b>				
<b>Q. No.</b>	<b>Answer any four questions</b>	<b>(4 x 5 = 20 marks)</b>	<b>CO</b>	<b>KL</b>
6.	Write a note on HR Accounting.		2	2
7.	Difference between training and development.		2	2
8.	State the objectives of HR Planning.		2	2
9.	Why Right-Sizing the workplace is essential?		2	2
10.	Explain the role of HR manager.		2	2
11.	What is benchmarking?		2	2
<b>SECTION C</b>				
<b>Q. No.</b>	<b>Answer the following questions</b>	<b>(4 x 10 = 40 marks)</b>	<b>CO</b>	<b>KL</b>
12.	a. Describe the Maslow's theory of motivation. (OR) b. Explain the process of Human Resource planning.		3	3
13.	a. Discuss the sources of recruitment. (OR) b. Elucidate the techniques of employee retention.		3	3
14.	a. Explain the various types of training employees. (OR) b. Describe the content of job description.		4	4
15.	a. Discuss the process involved in career planning. (OR) b. Explain the challenges of HRM.		4	4
<b>SECTION D</b>				
<b>Q. No.</b>	<b>Answer any two questions</b>	<b>(2 x 15 = 30 marks)</b>	<b>CO</b>	<b>KL</b>
16.	"Ideally HR Professional's role is to facilitate heads of departments and team leaders to function as HR managers." In the line of this statement, discuss the functions and scope of HRM in organizations.		5	5
17.	"Selection is a negative function but no organization can live without it." Critically evaluate the statement. Also explain the steps involved in the selection process with particular selection procedure.		5	5
18.	Discuss the various techniques of performance appraisal.		5	5