

STELLA MARIS COLLEGE (AUTONOMOUS) CHENNAI – 600 086.
(For candidates admitted during the academic year 2011-2012 & thereafter)

SUBJECT CODE: 11CM/GE/PM44

B.A. / B.Sc. / B.Com. / B.C.A. / B.S.W. / B.V.A. DEGREE EXAMINATION,
NOVEMBER 2014

COURSE : GENERAL ELECTIVE
PAPER : PERSONNEL MANAGEMENT
TIME : 3 HOURS

MAX. MARKS: 100

SECTION A - (10 x 3 =30 marks)
Answer ALL questions

1. Define Personnel Management.
2. List any six objectives of Personnel Management.
3. How does training differ from development?
4. What is meant by an executive development programme?
5. Write a short note on on-the-job training.
6. What is Job description?
7. What is an incentive? Give an example.
8. Write short note on Stress Interview.
9. List the qualities of a successful leader.
10. What is dry promotion?

SECTION B - (5 x 6 =30 marks)
Answer any FIVE questions.

11. Discuss the external sources of recruitment.
12. Explain the need and importance of training.
13. Discuss the factors to be considered for determination of wages and salary.
14. Explain in detail the steps involved in the Selection Procedure.
15. Explain the advantages and disadvantages of merit as a basis of promotion.
16. Write short notes on any two types of leaders.
17. What are fringe benefits? Briefly discuss the types of fringe benefits.

SECTION C - (2 x 20 =40 marks)

Answer any TWO questions.

18. Explain in detail the functions of Personnel Management.
19. Compare Maslow's and Herzberg's theory of motivation.
20. What is manpower planning? Explain the process of Manpower planning.
21. What is performance Appraisal? Discuss the various methods used in appraising the performance of the employees.
