

D-3077

Sub. Code

30811

DISTANCE EDUCATION

M.A. (PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

First Semester

PRINCIPLES OF MANAGEMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define decision making.
2. What is administration?
3. What do you mean by 'external environment'?
4. List out a importance of staffing.
5. Why innovation is important in management process?
6. Write down its importance of motivation.
7. Name any two types of decision making.
8. Define Bench Marking.
9. What do you mean by 'leadership'?
10. Define Trait.

PART B — ($5 \times 5 = 25$ marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Differentiate between management and administration.

Or

- (b) Bring out the contribution of P.F. Drucker.

12. (a) Report on planning process.

Or

- (b) Write a short note on : projects and budgets.

13. (a) Give an account on rational decision making process.

Or

- (b) Brief McGregors (X and Y) motivation theory.

14. (a) Discuss the functions of management.

Or

- (b) Elaborate the concept 'departmentalization'.

15. (a) Discuss the functions of a good leader.

Or

- (b) Write a note on : Total quality management.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Explicit the role of ethics committee in our organization.
17. Elaborate the rational decision making methods and rules.

18. Discuss the concepts 'organizing culture' and 'global organizing'.
 19. Report on new perspectives in management.
 20. Discuss in detail about business process reengineering.
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D-3078

Sub. Code

30812

DISTANCE EDUCATION

M.A.(PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

First Semester

ORGANISATIONAL BEHAVIOUR

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. What are the elements of organizational behaviour?
2. Mention the determinant of personality.
3. What do you mean by emotional intelligence?
4. Mention any two types of power.
5. Name the factors affecting organizational climate.
6. Write any two uses of communication in business.
7. List out a importance of organisational change.
8. Define homogeneity of national culture?
9. List out a features of organizational development.
10. Define resistance to change.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Discuss the global emergences of OB as a discipline.

Or

- (b) Give an account on 'trait theory'.

12. (a) Bring out the nature and dimensions of attitude in development of personality.

Or

- (b) Explain organizational effectiveness.

13. (a) Elucidate the models of organizational behaviour.

Or

- (b) Elaborate the concept 'learning organization'.

14. (a) Differentiate between stability and change.

Or

- (b) List out the strategies to overcome the communication barriers.

15. (a) Brief issues in organizational culture.

Or

- (b) Explain job satisfaction.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE questions.

16. Explain the concepts of change process, resistance to change and managing change.
 17. Discuss the concepts: Essentials, networks and communication in interpersonal communication.
 18. Enumerate constructive and destructive conflicts.
 19. Elaborate types and sources of power.
 20. Describe stress and its management.
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D-3079

Sub. Code

30813

DISTANCE EDUCATION

M.A. (PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

First Semester

HUMAN RESOURCE MANAGEMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Write any two objectives of human resource management.
2. Write down the nature of human resource management.
3. List out a responsibilities of human resource department.
4. Define “On-the-job”.
5. What do you mean by succession planning?
6. List out a some common interviewing mistakes.
7. Define “Bonus”.
8. Write a short note on Sweat equity shares’.
9. Write down the objectives of personnel research.
10. List out non-statutory benefits.

PART B — ($5 \times 5 = 25$ marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the challenges of HRM.

Or

- (b) Discuss the importance of the human factor.

12. (a) Explain the processes Job Analysis.

Or

- (b) Evolution of HRM. Elaborate it.

13. (a) Describe computer applications in HRM.

Or

- (b) Elaborate the e-records on employees.

14. (a) Illustrate health and social security measures in employee compensation.

Or

- (b) Explain job evaluation system.

15. (a) Brief the concept 'human resource information system'.

Or

- (b) Discuss the process of MBO.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Explicit industrial retentions and collaborative training.
17. Brief the causes and consequences of labour attrition.

18. Discuss the approaches in HRM.
 19. Elucidate recruitment and selection process.
 20. Report the needs and programmes of executive development.
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D-3080**Sub. Code****30814**

DISTANCE EDUCATION

M.A. (PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

First Semester

LABOUR LEGISLATIONS – I

(CBCS 2018 – 19 Academic year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define Working Hour.
2. What is Licensing and registration?
3. Define Workmen's Compensation Act.
4. Define Returns as to compensation.
5. What is industrial dispute?
6. What is Salvation at door steps?
7. What do you mean by lock-out?
8. Define Retrenchment.
9. What do you mean by EPF?
10. Who are called inspectors?

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Summarize the penalty provision of the authorities under the act of Licensing and registration of factories.

Or

- (b) Elaborate Factories Act and provisions relating to leave of workers approval.

12. (a) Elucidate salient provisions of Shops and Establishments Act.

Or

- (b) Illustrate transfer and closure of Accounts.

13. (a) Elaborate Industrial Dispute Act.

Or

- (b) Describe in detail basis for calculation by amount of compensation method of calculating wages.

14. (a) Enumerate the relationship between employer and employee.

Or

- (b) Discuss the functions of standing committee.

15. (a) Figure out the provisions relating to transfer of accounts.

Or

- (b) Discuss remedies of employer against strangers.

PART C — (3 × 10 = 30 marks)

Answer any THREE out of Five questions.

16. Elucidate the procedure for settlement of industrial disputes.
 17. Illustrate the Commission for workmen's compensation Act.
 18. Enumerate Contract Labour Regulations and Abolition Act.
 19. Discuss the liabilities in case of transfer of establishment exemptions under the Act.
 20. Clarify Employee's State Insurance Act and provision relating to contribution of Employees.
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D-3081

Sub. Code

30821

DISTANCE EDUCATION

M.A. (PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

Second Semester

PUBLIC PERSONNEL ADMINISTRATION

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define public personnel administration.
2. List out a different types of Public Services.
3. Define career planning.
4. What is special list?
5. Define Civil service.
6. What do you mean by recruitment?
7. Mention the importance of morale.
8. List out any two needs of rights of the civil servants.
9. Give any two types of redressal of public grievances.
10. Mention the needs for promotion.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the characteristics of public personnel administration in India.

Or

- (b) Elaborate civil service in the context of modern bureaucracy.

12. (a) Describe the classification of cadres.

Or

- (b) Brief the types of recruitment.

13. (a) Illustrate the implications of civil services.

Or

- (b) Give an account on personnel policy.

14. (a) Explain the feature of management of change in rights of civil servants.

Or

- (b) Elaborate the feature of management of change in the redressal of public grievances.

15. (a) Give a short note on training.

Or

- (b) Explain the types of performance appraisal.

PART C — (3 × 10 = 30 marks)

Answer any THREE out of Five questions.

16. Explain the functions of UPSC and SPSC.
17. Enumerate recruitment and training process.

18. Explain the basics of public personnel administration.
 19. Brief redressal of public grievances and its need.
 20. Civil service in the context of modern bureaucracy. Discuss.
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D-3082

Sub. Code

30822

DISTANCE EDUCATION

M.A.(PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

Second Semester

LABOUR LEGISLATIONS-II

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions

1. Define Bonus payable.
2. Write a note on adjustment of customary.
3. Define payment of wages act.
4. What is interim Bonus payable?
5. What do you mean by maintenance of records and registers.
6. List out the power of certifying officer.
7. Define 'Standing orders'.
8. What do you mean by fixation of wages periods?
9. Write any two penalties in Trade Union Act.
10. Define Duration of standing order.

PART B — ($5 \times 5 = 25$ marks)

Answer ALL questions

11. (a) Clarify presumption about accuracy of balance sheet.

Or

- (b) “Explain the eligibility for bonus”.

12. (a) Explain Industrial Employment Act.

Or

- (b) Elaborate expenses deduction from bonus payable.

13. (a) Elucidate calculation of direct tax payable by the employer.

Or

- (b) Explain items appears in profit and loss account.

14. (a) Clarify payment of wages act.

Or

- (b) Elaborate in detail fixing of minimum rate or wages.

15. (a) Elaborate Trade union Act.

Or

- (b) An act to provide for fixing minimum rates of wages for certain employment. Illustrate.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions

16. Determination and recovery of the amount of gratuity.
17. Clarify the powers of appropriate government offences and penalties.

18. Elaborate payment of Bonus Act: Calculation of direct tax payable surplus.
 19. Elucidate appointment of authorities and adjudication of claims.
 20. Explain power of certifying officer and interpretation standing orders.
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D-3083**Sub. Code****30823**

DISTANCE EDUCATION

M.A. (PM&IR) DEGREE EXAMINATION,
DECEMBER 2019.

Second Semester

TRAINING AND DEVELOPMENT

(CBCS 2018-19 Academic year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define training.
2. What do you mean by design of HRD system?
3. Explain horizontal level of training.
4. Define Consolidation.
5. What do you mean by external selection of trainers?
6. Write a short note on CBA.
7. Define learning cycle.
8. Mention any two choices of trainers.
9. What do you mean by CSR?
10. Mention the importance of budget estimate.

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Differentiate between education and training.

Or

- (b) Elaborate training organization.

12. (a) Explain official training at organizational level.

Or

- (b) Write a short note on challenges faced by managers in selection of trainers.

13. (a) What do you mean by tax analysis and individual analysis?

Or

- (b) Write a note on "on the job" method of training.

14. (a) Elaborate about organizational climate for training and development.

Or

- (b) Explain the implications for executive development programmes by the managers.

15. (a) Write down the responsibilities of training manager.

Or

- (b) Brief about the design of evaluation.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Explain the areas of training - Knowledge, skill and attitude.
 17. Elaborate development programmes in public and private sector organizations.
 18. Brief the concept ice breaking and games with relevance to the culture of participants.
 19. Discuss the strategies for development of HRD.
 20. Explain methods of training of various theories of learning.
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D-3084**Sub. Code****30824**

DISTANCE EDUCATION

M.A. (PM & IR) DEGREE EXAMINATION, DECEMBER 2019.

Second Semester

BUSINESS ENVIRONMENT

(CBCS 2018 – 19 Academic year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define – business environment.
2. What do you mean by micro environment?
3. Define exit policy.
4. Write any two roles of private sector in industrial licensing.
5. What do you mean by labour legislation?
6. Define – Quality circle.
7. Give a short note on clean technology.
8. Write a note on industrial licensing.
9. Define Liberalization.
10. Write a short note on : ‘control function’.

PART B — ($5 \times 5 = 25$ marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Brief about the Constituents of business environment.

Or

- (b) Discuss the interface between government and public sector.

12. (a) Explain the role of Government in Business.

Or

- (b) Describe government policy and SSI in economic planning.

13. (a) Write a note on financial market structure.

Or

- (b) Elaborate foreign capital tapping by businesses.

14. (a) Brief about the stock exchanges and its functions.

Or

- (b) Describe the role of WTO in global economic development.

15. (a) Explain labour and social security in labour environment.

Or

- (b) Enumerate the impact of technology on globalization.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Elucidate fundamental, economic and ecological environment issues captured in PESTLE.
 17. Describe appropriate technology and technology adoption in technology environment.
 18. Explain about Liberalization and Privatization in new economic policy environment in India.
 19. Illustrate the role of IMF and World Bank in global economic development.
 20. Enumerate Monetary and fiscal policies of financial system and business capital.
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D-3085

Sub. Code

30831/34231

DISTANCE EDUCATION

**M.A. (PM & IR)/MA (PM & IR) (Lateral Entry) DEGREE
EXAMINATION, DECEMBER 2019.**

Third Semester

BUSINESS LAW

(CBCS 2018–19 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. What do you mean by offer and acceptance?
2. Write any four essentials of consideration
3. Define law of agency.
4. What is Performance reciprocal promise?
5. List the types of parties in Negotiable Instruments Act.
6. Name some legal principles in India.
7. Define Indian partnership act.

8. What is dissolution of firms?
9. What do you mean by board meeting?
10. Write the obligation of public authority.

PART B — (5 × 5 = 25 marks)

Answer ALL questions choosing either (a) or (b)

11. (a) Brief the Indian Contract Act.

Or

(b) What is Quasi contract? Explain the discharge of contract in it.
12. (a) Describe the Rights and Discharge of Surety.

Or

(b) Explain the essentials of valid tender performance.
13. (a) Discuss the carriage of goods by Sea Act.

Or

(b) Explain the history of insurance legislation in India.
14. (a) Write a note on General Insurance Business Nationalization Act.

Or

(b) Describe the Memorandum of Association.
15. (a) Write about the acknowledgement and dispatch of electronics record.

Or

(b) Explain the steps to request for obtaining information.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Discuss the different types of consideration.
 17. Describe Bailment, Pledge and Laws in Special Contracts.
 18. Explain the following:
 - (a) The Railway Act
 - (b) The Carriage by Air Act
 - (c) The Carriage by Road Act.
 19. Write the characteristics, kinds and incorporation of partnership in partner's relation.
 20. Explain the scheme and rationale behind IT Act.
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D-3086**Sub. Code****30832/34232****DISTANCE EDUCATION**

**M.A. (PM & IR)/M.A. (PM & IR) (Lateral Entry) DEGREE
EXAMINATION, DECEMBER 2019.**

Third Semester

MANAGEMENT INFORMATION SYSTEM

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. List out any two elements of MIS.
2. Write any four characteristics of MIS.
3. Distinguish between MIS and data processing.
4. List any four recent developments in information technology.
5. What do you mean by interactive video?
6. What is WAN?
7. What are communication servers?
8. Write any four types of social media.
9. Write few words about supply chain management.
10. What is IS control?

PART B — ($5 \times 5 = 25$ marks)

Answer ALL questions, choosing either (a) or (b).

11. (a) Explain the role of management information system.

Or

- (b) Explain the evolution and elements of MIS.

12. (a) Describe the pre requisites of an effective MIS.

Or

- (b) Discuss MIS and Operations Research.

13. (a) Explain the control system in Indian organization.

Or

- (b) Describe Video conferencing in relation to MIS.

14. (a) Write a note on MIS for research production.

Or

- (b) Describe electronic data interchange and its applications.

15. (a) Briefly discuss the hardware standards.

Or

- (b) Explain global information technology management.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Describe in detail about components of MIS and DSS.

17. Describe computers and communications.

18. Explain the following :
 - (a) MIS for Personnel
 - (b) MIS for Inventory
 - (c) MIS for Logistics.
 19. Explain the value added networks.
 20. Discuss on computer system as resources.
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D-3087

Sub. Code

30833/34233

DISTANCE EDUCATION

M.A. (PM & IR)/M.A. (PM and IR) (LE) DEGREE
EXAMINATION, DECEMBER 2019.

Third Semester

INDUSTRIAL RELATION MANAGEMENT

(CBCS 2018-19 Academic year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. What is labour movement?
2. Write any two phases of trade union movement.
3. Write any two roles of internal trade union.
4. List out a four rights of PCR.
5. What is Industrial Relations?
6. What are the types of negotiations?
7. Define code of conduct.
8. What is works committee?
9. What do you mean by Employee safety programme?
10. Write four examples for upward communication.

PART B — (5 × 5 = 25 marks)

Answer ALL questions choosing either (a) or (b).

11. (a) Explain the fundamental rights and directive principles of State policy.

Or

- (b) Write a note on role of internal trade union.

12. (a) Distinguish between Inter and Intra union rivalries.

Or

- (b) Describe the welfare measures and welfare funds.

13. (a) Determine the role of government employers and the unions in industrial relations.

Or

- (b) Explain the Grievance procedure.

14. (a) Write a note on Process of collective bargaining.

Or

- (b) Describe the growth of Trade Unions movement in India.

15. (a) Discuss the role safety committee.

Or

- (b) Explain in detail about different types of social security schemes in India.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Describe in detail the development of trade unionism in India.
 17. Elucidate the International Labour Movement.
 18. Explain Joint consultation and works committee.
 19. Describe the impact, causes and prevention of disputes.
 20. How do house journals, notice boards and suggestion schemes help for industrial relation management?
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D-3088

Sub. Code

30834/34234

DISTANCE EDUCATION

M.A. (PM & IR)/MA (PM & IR) (LE) DEGREE
EXAMINATION, DECEMBER 2019.

Third Semester

PRINCIPLES OF ECONOMICS

(CBCS 2018–19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

PART A — ($10 \times 2 = 20$ marks)

Answer ALL questions.

1. What is opportunity costs?
2. What is the importance of budget line?
3. Define the Law of Demand.
4. Distinguish between Short Run Cost and Long Run Cost.
5. What do you mean by optimum firm?
6. What is marginal cost?
7. What is the significance of liquidity preference theory?
8. Define Fixed Cost.
9. Define Monopoly.
10. Define National Income.

PART B — ($5 \times 5 = 25$ marks)

Answer ALL the questions, choosing either (a) or (b).

11. (a) Explain the following (i) Marginalism and (ii) Incrementalism.

Or

- (b) Describe the budget line and consumer equilibrium.

12. (a) Write a note on Theory of Demand.

Or

- (b) Explain the Law of Returns to a Scale.

13. (a) Brief the nature of costs in economics.

Or

- (b) What are the conditions of competitive equilibrium?

14. (a) Write the importance and implications of competitions.

Or

- (b) Describe the price discrimination under perfect competition.

15. (a) Explain wages and marginal productivity.

Or

- (b) Theory of income and employment — Discuss.

PART C — ($3 \times 10 = 30$ marks)

Answer any THREE out of Five questions.

16. Elucidate – Reading and working with Graphs.
 17. Explain the nature and scope of managerial economics.
 18. Describe economics and diseconomies of scale.
 19. Discuss Firm's Behaviour and Pricing under perfect competition.
 20. Elucidate macro economic analysis.
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