

D-6627

Sub. Code

41911

DISTANCE EDUCATION

P.G.D. (PM&IR) EXAMINATION, DECEMBER 2020.

First Semester

PRINCIPLES OF MANAGEMENT

(CBCS 2018-19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define Management.
2. What do you mean by MBO?
3. Define budget.
4. State the purpose of planning.
5. What is global organizing?
6. Distinguish between Centralization and Decentralization.
7. What do you mean by performance appraisal?
8. Define Motivation.
9. Write a note on balanced score card.
10. What is benchmarking?

PART B — (5 × 5 = 25 marks)

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

11. (a) Enumerate the functions of management.

Or

- (b) Analyse the contributions of F.W. Taylor to management thought.

12. (a) Distinguish between the Management and Administration.

Or

- (b) Enumerate the various techniques of co-ordination.

13. (a) Discuss the various principles and theories of organization.

Or

- (b) Enumerate the functions of ethics committee in the organization.

14. (a) Bring out the advantages and disadvantages of decentralization.

Or

- (b) Describe the general principles of staffing.

15. (a) What is six sigma? Discuss its principle.

Or

- (b) What is a strategic alliance? Explain its types and benefits.

PART C — (3 × 10 = 30 marks)

Answer any THREE out of Five questions.

16. Discuss the principles of Management prescribed by Henry Fayol.
 17. Elaborate the various steps involved in decision making.
 18. Describe the Maslow's theory of motivation.
 19. Enumerate the different methods of leadership styles.
 20. Explain the various steps in the control process.
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41912

DISTANCE EDUCATION

P.G.D.(PM & IR)., EXAMINATION, DEC 2020.

First Semester

ORGANIZATIONAL BEHAVIOR

(CBCS 2018-19 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Define organisation behaviour.
2. What is meant by perception?
3. Write a note on group cohesiveness.
4. What is meant by organisational power?
5. What is meant by group dynamics?
6. Write a note on conflicts.
7. What is meant by inter personal communication?
8. Define change.
9. What is meant by resistance to change?
10. Write a note on OD.

PART B — (5 × 5 = 25 marks)

Answer ALL the Questions choosing either (a) or (b)

11. (a) Explain the history and evolution of organisational behaviour.

Or

- (b) Discuss the EI performance in the organisation.

12. (a) What are the importance of job satisfaction?

Or

- (b) Explain the theories of group formation.

13. (a) What are the limitations of power?

Or

- (b) Explain the various types of organisational conflict.

14. (a) State the essentials of communication in the organisation.

Or

- (b) Explain the impact of organisational culture on strategies.

15. (a) Explain the organisational change process.

Or

- (b) Discuss the challenges to organisational development.

PART C — (3 ×10 = 30 marks)

Answer any THREE questions.

16. Explain the perceptual process and what relevance it has for the understanding of organisational behaviour.
 17. Define group dynamics. Why informal group comes into existence? What factors influence group cohesiveness?
 18. Describe the major OD interventions.
 19. Describe the techniques of assessment of job satisfaction.
 20. Explain the various steps adopted by organisation to manage stress.
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DISTANCE EDUCATION

P.G.D. (PM & IR) EXAMINATION, DEC 2020.

First Semester

HUMAN RESOURCE MANAGEMENT

(CBCS 2018-19 onwards Academic Year onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. What is meant by Human Resource Management?
2. What is meant by recruitment?
3. Write a role and responsibility of HR manager.
4. State the need for orientation to the employees.
5. What is meant by HR accounting?
6. Write a note on HR audit.
7. What is meant by Job evaluation?
8. Write a note on demotions.
9. What is meant by employee grievances?
10. What is meant by e-record on employees?

PART B — (5 × 5 = 25 marks)

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

11. (a) Explain the evolution of human resources management.

Or

- (b) Write a note on Job description and Job specification.

12. (a) Explain the importance of recruitment.

Or

- (b) Explain the special purpose of training.

13. (a) Explain the need of computer application in human resource management.

Or

- (b) What are the various methods of wage payment?

14. (a) What are the objectives of performance appraisal?

Or

- (b) Explain the functions of collective bargaining.

15. (a) What are the need and objectives of workers participation in management?

Or

- (b) Write a note on personnel research and personal audit.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the Challenges in Human Resources Management.

17. Explain the nature and scope of job analysis.

18. State the criteria for evaluating the impact of training on employees.
 19. Explain the various methods of job evaluation system.
 20. Explain about the employee grievances and their redressal.
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DISTANCE EDUCATION

P.G.D. (PM & IR)., EXAMINATION, DEC 2020.

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. State any two objectives of the Factories Act, 1948.
2. Define the term Manager under the Factories Act, 1948.
3. Who is an Employer under Workmen Compensation Act, 1923?
4. State the meaning of the term Lock out under Industrial Disputes Act, 1947.
5. What is meant by unfair labour practice?
6. Define the term 'establishment' under Shops and Establishment Act, 1947.
7. Who is an 'insured person' under the Employee's State Insurance Act, 1948?
8. What is meant by 'temporary disablement' under the Employee's State Insurance Act, 1948.

9. What is meant by 'factory' under the Employees Provident Fund and Miscellaneous Provisions Act, 1952?
10. State the non-applicability of the Contract Labour (Regulation and Abolition) Act, 1970.

PART B — (5 × 5 = 25 marks)

Answer ALL the Questions choosing either (a) or (b)

11. (a) Explain the provisions Factories Act, 1948 relating to safety of workers.

Or

- (b) State the provisions regarding distribution of compensation under the Workmen Compensation Act, 1923.
12. (a) Highlight the provisions regarding reference of industrial dispute under the Industrial Disputes Act, 1947.

Or

- (b) State the differences between strike and lockout.
13. (a) List out the salient provisions under the Shops and Establishments Act, 1947.

Or

- (b) Explain the provisions relating to Contributions under the Employee's State Insurance Act, 1948.
14. (a) Explain various provident fund schemes under the Employee's Provident Fund and Miscellaneous Provisions Act, 1952.

Or

- (b) Explain the provisions for mode of recovery of money due from employers under the Employees Provident Fund and Miscellaneous Act, 1952.

15. (a) Write a note on the employer and employee relationship under the Contract Labour (Regulation and Abolition) Act, 1970.

Or

- (b) State the method of calculating wages under the Workmen Compensation Act, 1923.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. State the restrictions imposed by the Factories Act on the employment of women, working hours and leave with wages.
17. How far is an employer liable for compensation to a workman injured by an accident arising out of and in the course of his employment?
18. Explain the provisions regarding lay off and retrenchment under industrial dispute act 1947.
19. Explain the powers of the authorities under Shops and Establishment Act, 1947.
20. What are the powers and duties of Inspectors appointed by the Employee's State Insurance Act, 1948.?

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DISTANCE EDUCATION
PGD(PM&IR) DEC – 2020 Examinations
CBCS-2018-19 Academic year onwards
41921 – Industrial Relation Management
II Semester

Time : Three hours

Maximum : 75 marks

PART –A (10 x 2 = 20 marks)

Answer all questions

1. List out any four fundamental Rights
2. Specify any four role of Trade Union
3. Mention any three objectives of ILO
4. Explain the meaning of Recommendation
5. Explain types of Negotiations
6. What do you mean Conciliation?
7. What is Code of Conduct?
8. What do you mean Lockout?
9. What is Ergonomics?
10. Write any three advantages of Personal Counseling

Part B (5x5=25Marks.)

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

11 a. Write a note on Labour Movement

Or

b. Write a note on ICFTU

12 a. Write a note on Labour Welfare Funds

Or

b. Explain Social obligations of Industry

13. a. Explain Voluntary arbitration

Or

b. Write a note on Works Committee

14. a. Explain the Problems of Collective Bargaining

Or

b. Explain the causes of Strikes

15. a. Explain Notice boards suggestion schemes

Or

b. Write a note on Contract Labour

Part C (3X10=30 Marks)

Answer any Three out of Five questions

16. Trace the History of Trade Union in India

17. Explain Workers Participation in Management

18. Collective Bargaining Process—Explain

19. Discuss Measures to stop Strikes and Lockouts

20. Explain Grievance redressal Process

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DISTANCE EDUCATION

P.G.D. (PM&IR) EXAMINATION, DECEMBER 2020.

Second Semester

Management

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. Meaning of Bonus.
2. Eligibility of bonus.
3. Meaning of Gratuity.
4. What do you mean by wage?
5. Time of Payment of wage.
6. Functions of wage board.
7. Modification of Standing orders.
8. Power of certifying officers.
9. What is registered trade union?
10. Meaning of trade union.

PART B — (5 × 5 = 25 marks)

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

11. (a) Explain computation of available surplus.

Or

- (b) Describe the meaning of allocable surplus.

12. (a) Obligation of employer under payment of wages act, 1936.

Or

- (b) Recovery of amount of gratuity. Discuss.

13. (a) Explain the responsibility for payment of wages.

Or

- (b) Adjudication of claims. Explain.

14. (a) Authorities under payment of wage act, 1936. Discuss.

Or

- (b) Narrate the objectives of standing orders.

15. (a) Procedure of regulation of trade unions. Discuss.

Or

- (b) Elaborate Termination of apprenticeship contract.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Write a detailed note on set-on and set-off.
 17. Explain the functions of Advisory Board under Minimum wages Act.
 18. Productivity linked Bonus. Explain.
 19. “Payment of Gratuity Act, 1972, is a boon” – Discuss.
 20. Elaborate salient features of Trade Union Act, 1926.
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DISTANCE EDUCATION

PGD (PM & IR) EXAMINATION, DECEMBER 2020.

Second Semester

TRAINING AND DEVELOPMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Write short notes on Need of Training.
2. What do you mean Official Training.
3. How do you select Trainers.
4. Explain Executive Development Programmes.
5. What are the methods followed for evaluation of Training.
6. Explain – CPA and CBA.
7. How do you select Participants.
8. What do you mean Ice Breaking Session.

9. What are the roles played by – Managers in Training Programmes.
10. List out any two Training Institutes in India.

PART B — (5 × 5 = 25 marks)

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

11. (a) Discuss objectives of Training.
- Or
- (b) Explain GST and task analysis.
12. (a) Describe an importance of Employees Training.
- Or
- (b) Elaborate scope of Executive Development Programmes.
13. (a) Discuss Key Performance Parameters.
- Or
- (b) Explain ROI and IRR.
14. (a) Discuss Latest scenario of assessing Training.
- Or
- (b) Examine relevance of Culture of Participants in Training Programmes.
15. (a) “Training Promotes Employees Performance” – Discuss.
- Or
- (b) What are the skills required for the managers while organising Training.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain the various aspects in providing Training in Manufacturing and Service organisation.
 17. Discuss methods of Training.
 18. Describe Nature and significance of Evaluation of Training.
 19. Examine the role of Government Policy on Training.
 20. Discuss the role of HR Professionals on Training.
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41924

DISTANCE EDUCATION

P.G.D. (PM & IR) EXAMINATION,
DECEMBER 2020.

Second Semester

COMPENSATION MANAGEMENT

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Explain wage structure.
2. What do you mean wage fixation?
3. Write the meaning of incentive.
4. What do understand the term fringe benefits?
5. Write briefly service benefits.
6. List out the objectives of incentive payments.
7. Explain executive compensation.
8. List out types of wage incentives in India.
9. Explain compensation management.
10. Write briefly Job evaluation.

PART B — (5 × 5 = 25 marks)

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

11. (a) Explain wage administration rules on wage.
Or
(b) Explain perfect competition and imperfect competition on wage fixation.
12. (a) Explain various incentive plans.
Or
(b) Explain an importance of profit sharing.
13. (a) Discuss classification of rewards.
Or
(b) Elaborate key performance parameters on performance compensation.
14. (a) Examine key provisions of minimum Wages Act.
Or
(b) Discuss the importance of compensation on job satisfaction.
15. (a) Explain the importance of compensation management in industries.
Or
(b) Discuss the scope of incentive schemes.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain wage fixation factors.
17. Describe pay fixation process.

18. Discuss institutional mechanisms for wage determination.
 19. Examine wage incentives plan in India.
 20. “Compensation is essential for better potential growth of employees as well as organisational development”– Discuss.
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