

D-5069

Sub. Code

41911

DISTANCE EDUCATION

P.G. (PM & IR) DEGREE EXAMINATION, MAY 2022.

First Semester

Personal Management and Industrial Relations

PRINCIPLES OF MANAGEMENT

(CBCS 2018-19 Academic Year onwards)

Time : Three hours

Maximum : 75 marks

SECTION A — (10 × 2 = 20 marks)

Answer ALL questions.

1. Explain the term management.
2. List out the purpose of Planning.
3. What are the types of Decision Making?
4. What do you mean organizational culture?
5. Explain Career Development.
6. Write short notes on Motivation.
7. Explain Leadership.
8. What are the characteristics of Co-ordination?
9. List out objectives of Controlling.
10. What is meant by Benchmarking?

SECTION B — (5 × 5 = 25 marks)

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

11. (a) Differentiate Management vs Administration.

Or

- (b) Explain Principles of Planning.

12. (a) Describe classifications of organization.

Or

- (b) Elaborate Importance of Staffing.

13. (a) Explain Maslow Hierarchy of Motivation.

Or

- (b) Discuss Leadership Styles.

14. (a) Analyse the Process of Communication.

Or

- (b) What are the characteristics of Co-ordination?

15. (a) Discuss the Role of Ethics Committee in the organisation.

Or

- (b) Explain six sigma in management.

SECTION C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Explain Contributions of Henri Fayol on Management.
 17. Discuss Principles and Scope of organizing.
 18. Describe any two theories of motivation.
 19. Analyse the effective communication in the levels of management.
 20. Explain New Perspectives in Management.
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D-5070

Sub. Code

41912

DISTANCE EDUCATION

P.G.D. (PM&IR) DIPLOMA EXAMINATION, MAY 2022.

First Semester

ORGANIZATIONAL BEHAVIOUR

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL the questions.

1. Explain the meaning of Organizational Behaviour.
2. What do you mean by Personality?
3. Explain the meaning of stress.
4. Write any two difference between group and team.
5. Types of power – Explain.
6. Define conflict.
7. What is organizational climate?
8. Write a note on communication networks.
9. What is Resistance to change?
10. Write the meaning of Organizational Development.

PART B — (5 × 5 = 25 marks)

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

11. (a) List out a few challenges of OB.

Or

- (b) Trait Theory – Explain.

12. (a) Explain any one theory of group formation.

Or

- (b) List out the sources of power.

13. (a) Sources of conflict – Discuss.

Or

- (b) Explain various techniques of managing politics in organization.

14. (a) What are the factors affecting organizational climate?

Or

- (b) Maintenance of organizational culture. Explain.

15. (a) Explain “the change process”.

Or

- (b) What is cultural diversity?

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss the Global emergence of OB as a discipline.
 17. Write a detailed note on problem solving and decision making.
 18. Explain any two theories of organizational culture.
 19. How will you manage change in an organization?
 20. Discuss the various challenges to OD.
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D-5071

Sub. Code

41913

DISTANCE EDUCATION

P.G.D. (PM&IR) EXAMINATION, MAY 2022.

First Semester

Personnel Management and Industrial Relations

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. Explain the concept of Human Resource Management.
2. Explain succession planning.
3. List out common Interviewing mistakes.
4. What do you mean need analysis?
5. Explain Human Resource Accounting.
6. List out various Retention methods.
7. What is MBO approach?
8. List out Non-statutory Benefits.
9. What is meant Grievances handling?
10. Explain Personnel Research

PART B — (5 × 5 = 25 marks)

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

11. (a) Explain Evolution of Human Resource Management.

Or

- (b) Explain Job Analysis.

12. (a) Describe sources of Recruitment.

Or

- (b) Explain types of tests.

13. (a) Discuss Training techniques.

Or

- (b) Analyse the importance of Employee compensation.

14. (a) Explain performance appraisal.

Or

- (b) What is career planning and development.

15. (a) Discuss various Accident Prevention strategies followed in Industries.

Or

- (b) Examine on importance of personnel research and personnel audit.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions.

16. Discuss need and scope of Human Resource Polices.
 17. Explain Recruitment and selection process.
 18. Describe methods of performance Appraisal.
 19. Explain Future of trade Unionism.
 20. Discuss nature and scope of HRM.
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Sub. Code

41914

DISTANCE EDUCATION

P.G.D.(PM-IR) EXAMINATION, MAY 2022.

First Semester

Personnel Management and Industrial Relations

LABOUR LEGISLATIONS – I

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions.

1. List out provisions relating to welfare under the Factories Act 1948.
2. What are the Employer's responsibility for compensation?
3. Define industrial dispute under the Industrial dispute Act 1947.
4. Explain Lay-off.
5. What do you mean standing committee under Employee's State Insurance Act 1948?
6. Who is called inspectors?
7. What do you understand the term provident fund?
8. State the meaning of contract labour.
9. What do you mean compensation?
10. Explain unfair labour practices.

PART B — (5 × 5 = 25 marks)

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

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

Or

- (b) Describe salient features of workmen's compensation Act 1923.

12. (a) State the provisions relating to authorities for settlement of industrial disputes.

Or

- (b) Explain transfer and closure.

13. (a) Discuss provisions relating to contribution under employee's state insurance Act 1948.

Or

- (b) What are the functions of inspectors?

14. (a) Explain salient features of employees provident fund and miscellaneous Act 1952.

Or

- (b) Discuss duties of inspectors.

15. (a) Explain provisions relating to transfer of accounts and liability under exemptions relating to the Act.

Or

- (b) Analyse employer and employee relationship under contract labour regulations Act 1970.

PART C — (3 × 10 = 30 marks)

Answer any THREE out of Five questions.

16. Explain salient features of Factories Act 1948.
 17. Discuss important provisions of Industrial Dispute Act 1947.
 18. Describe salient features of employee's state insurance Act 1948.
 19. Explain the provisions related to settlement of strikes under industrial dispute Act 1947.
 20. Analyse the important provisions of contract labour regulations and abolition Act 1970.
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Sub. Code

41921

DISTANCE EDUCATION

P.G.D. (PM & IR) DIPLOMA EXAMINATION, MAY 2022.

Second Semester

INDUSTRIAL RELATION MANAGEMENT

(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 four fundamental rights.
2. Any four role of trade union.
3. Mention any three objectives of ILO.
4. Meaning of convention and recommendations.
5. Types of negotiations.
6. Meaning of conciliation.
7. What is code of conduct?
8. What do you mean by lockout?
9. What is Ergonomics?
10. Any three advantages of personnel counselling.

PART B — (5 × 5 = 25 marks)

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) Social obligations of industry. Explain.

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) Notice Boards suggestion schemes – Explain.

Or

- (b) Write a note on contract labour.

PART C — (3 × 10 = 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. Measures to stop strikes and lock outs.
 20. Grievance Redressal Process – Explain.
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Sub. Code

42122/41922

DISTANCE EDUCATION

COMMON FOR P.G.D. (HRM) & P.G.D.(P.M.&IR) DEGREE
EXAMINATION, MAY 2022.

Second Semester

LABOUR LEGISLATION – II

(CBCS 2018 – 2019 Academic Year Onwards)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 2 = 20 marks)

Answer ALL questions

1. What is interim bonus?
2. What do you mean by 'Set on'?
3. What is 'Available surpluses'?
4. Mention any four items which does not included in wages.
5. Who can nominate the committee members?
6. What is 'Cost of living index number' under minimum wages act?
7. Write the formula for piece rated employee's gratuity calculation.
8. What is the time limit for submission of drafting standing order?
9. What is meant by dissolution of trade union?
10. What are the 'Returns' under trade union act?

PART B — (5 × 5 = 25 marks)

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

11. (a) Mention the provisions of the payment of bonus act relating to payment of minimum and maximum bonus.

Or

- (b) State the provisions relating to the following items under the payment of bonus act. (i) Set on (ii) Set off

12. (a) What are the procedures for nomination under payment of Gratuity Act?

Or

- (b) What are the rules for payment of wages under payment of wages act?

13. (a) Who are inspectors under payment of wages act? And explain their powers.

Or

- (b) What is the composition of Committees and Advisory Board under minimum wages Act?

14. (a) Explain the provisions related to penalties under minimum wages act.

Or

- (b) What are the objectives and matters to be provided in standing orders?

15. (a) What are the rights of a Trade Union?

Or

- (b) What are the penalties towards Trade Union from civil suits?

PART C — (3 × 10 = 30 marks)

Answer any THREE questions

16. How to determine the bonus as per Payment of Bonus Act?
 17. Discuss the conditions for payment and forfeiture of gratuity as per payment of gratuity act.
 18. Explain the procedure for fixing and revising minimum wages.
 19. Discuss the provisions of Industrial Employment (standing orders) Act relating to submission and certification of standing orders.
 20. What is Trade Union? Explain how it is registered?
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41923

DISTANCE EDUCATION

P.G.(PM & IR) DIPLOMA EXAMINATION, MAY 2022.

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. What is the need for training?
2. Who is performance consulting?
3. Specify any two duties of training managers.
4. What meant by favorable climate for training and development?
5. What is executive development programme?
6. What is the significance of evaluation of training?
7. What do you mean by ROI analysis?
8. What should consider when selecting participants?
9. How do you break the ice in training?
10. Name any four training Institutes in India.

PART B — (5 × 5 = 25 marks)

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

11. (a) What is the need assessment of training?

Or

- (b) What are task and individual analysis?

12. (a) What are the criteria in selecting a trainer?

Or

- (b) What are the features of employee training?

13. (a) What is the nature of executive development programme?

Or

- (b) Explain any five performance parameter.

14. (a) What are the implications evaluation of training?

Or

- (b) How will you chose the trainers?

15. (a) What are the benefits of CSR training?

Or

- (b) What is the role of a Line Managers in transfer and development?

PART C — (3 × 10 = 30 marks)

Answer any THREE questions

16. Discuss the latest HRD strategies.
17. Define training. Explain the different levels of training.

18. Evaluate the methods of evaluation of effective training.
 19. What is evaluation of training? Explain its types.
 20. Discuss the development programmes in public and private sector organizations.
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D-5076

Sub. Code

41924

DISTANCE EDUCATION

P.G.D.(PM & IR) EXAMINATION, MAY 2022.

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. What is compensation management?
2. What do you mean by "Leave policy"?
3. Write short note on time rate system.
4. Who is called 'Labour'?
5. Give short note on reward.
6. Mention any four non-monitory benefits.
7. Write short note on profit sharing.
8. What do you understand by remuneration?
9. What do you mean by 'Job evaluation'?
10. Write short note on 'Personal factor'.

PART B — (5 × 5 = 25 marks)

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

11. (a) Narrate the settlement of wages.

Or

- (b) Critically analyze the role of wage theories in determining wage structure in an organization.

12. (a) What are the factors of good wage fixation?

Or

- (b) How to designing the pay structure of an employee?

13. (a) What do you understand price levels in trade union?

Or

- (b) Narrate the factors of age fixation.

14. (a) Explain the different classification of incentives.

Or

- (b) Briefly explain the following (i) Time rate system (ii) Living wages (iii) real wages

15. (a) Write short note on fringe benefits.

Or

- (b) Enumerate the reactions to the incentive system of age payment in India.

PART C — (3 × 10 = 30 marks)

Answer any THREE questions

16. What are the factors of macro and micro economics based on compensation management?
17. Describe the various methods of wage plan.

18. Discuss the perfect and imperfect competition.
 19. Explain about employee compensation how it differ from executive compensation.
 20. What do you understand by principles and procedure for job evaluation?
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