

**M.A. DEGREE EXAMINATION —
JANUARY, 2015.**

Second Year

Tourism and Travel Studies

PERSONNEL MANAGEMENT

Time : 3 hours

Maximum marks : 75

PART A — (3 × 5 = 15 marks)

Answer any THREE questions.

All questions carry equal marks.

1. Define personnel management
2. Explain the term 'performance appraisal'
3. Write a note on:
 - (a) Personnel audit
 - (b) Personnel research
4. Make a note on retirement
5. Bring out the negative impact of 'Alcoholism'

PART B — ($4 \times 15 = 60$ marks)

Answer any FOUR questions.

All questions carry equal marks.

6. Give an account of the impact of east and West in the development of personnel management in India
 7. Discuss the principles personnel management
 8. Examine the functions of the personnel department in the selection, policy procedure, and training of a personnel
 9. Discuss the importance of 'Filling system' and 'Office Automation'
 10. Describe in detail the 'Transactional Analysis'
 11. Discuss the remedial measures for eradicating the fatigue problems for the sake of job enrichment
 12. Analyse the modern management practices
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