BBA-08

December - Examination 2019

BBA Pt. II Examination

Human Resource Management

Paper - BBA-08

Time : 3 Hours]   **[Max. Marks :- 70**

Note: The question paper is divided into three sections A, B and C. Write answers as per given instructions.

Section - A $7 \times 2 = 14$
(Very Short Answer Questions)

Note: Answer **all** questions. As per the nature of the question delimit your answer in one word, one sentence or maximum upto 30 words. Each question carries 2 marks.

1.   i.   What is Human Resource Planning?

    ii.   What are the by-products of job analysis?

    iii.   What do you mean by recruitment policy?

    iv.   What is performance appraisal?

    v.   What do you understand by fringe benefits?

    vi.   Define Trade Unions?

    vii.   What is Human Resource Accounting?

Section - B $4 \times 7 = 28$

(Short Answer Questions)

Note: Answer **any four** questions. Each answer should not exceed 200 words. Each question carries 7 marks.

2.   "Job analysis is the most basic personnel management function." Discuss.

3.   What is an interview? What purpose does it serve?

4.   Explain the advantages of career planning in detail?

5.   According to you what should be done to have an effective performance appraisal system in your organization.

6.   Explain various factors affecting compensation planning?

7.   What are the advantages of collective bargaining?

8.   What do you mean by "Discipline"? State its major characteristics and objectives.

9.   Explain the various Human Resource ethical issues?

Section - C $2 \times 14 = 28$

(Long Answer Questions)

Note: Answer **any two** questions. You have to delimit your each answer maximum upto 500 words. Each question carries 14 marks.

10. Discuss the steps of recruitment process. How will you reconcile the internal and external sources of recruitment?

11. Explain the term training. Explain the methods and approaches to training.

12. Explain the concept of Industrial Relations. What is the significance of good industrial relations and what are its objectives?

13. What do you understand by human resource management? What are the challenges faced by HR managers in present time?

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