

Roll No.

Total No. of Pages : 02

Total No. of Questions : 09

BBA (2012 & Onwards Batches) (Sem.-3)

HUMAN RESOURCE MANAGEMENT

Subject Code : BBA-301

Paper ID : [C1164]

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTION TO CANDIDATES :

1. **SECTION-A is COMPULSORY** consisting of **TEN** questions carrying **TWO** marks each.
2. **SECTION-B** consists of **FOUR** Sub-sections : **Units-I, II, III & IV.**
3. **Each Sub-section** contains **TWO** questions, carrying **TEN** marks each.
4. **Student has to attempt any ONE** question from each **Sub-section.**

SECTION A

1. Answer Briefly :

- a. HRM Practices in India.
- b. Job Enlargement.
- c. Distinction between Training, Education and Development.
- d. Appraisal Interview.
- e. Reasons for Interest in Career Planning.
- f. Job Rotation Method of Development.
- g. Difference between Administrative and Employee Development Appraisal.
- h. Elements of a good Wage Plan.
- i. Process of Job Analysis.
- j. Difference between Internal and External Sources of Recruitment.

SECTION B

UNIT I

2. Explain the emerging role of Personnel Management due to environmental changes.
3. What do you understand by Human Resource Management? What are its features?

UNIT II

4. What is Job Analysis? What steps are involved in the preparation of Job Analysis?
5. Explain and evaluate the Job Characteristics Model of Job Design.

UNIT III

6. Describe transfers and promotions as source of Recruitment. What are their merits and de-merits?
7. What is the need of Recruitment Policy? Explain the Principles and Pre-requisites of an effective Recruitment Policy.

UNIT IV

8. What is Training? Discuss the steps required in developing a Training Program.
9. What are the factors influencing a Wage System? Discuss various Systems of Wage Payments.