

BBA-08

December – Examination 2022
BBA (IInd Year) Examination
Human Resource Management
Paper : BBA-08

Time : 3 Hours]

[Maximum Marks : 70

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

Section-A

7×2=14

(Very Short Answer Type Questions)

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

1. (i) What is Human Resource Management ?
- (ii) Write any *two* objectives of Human Resource Planning.

- (iii) What do you mean by Performance Appraisal ?
- (iv) What is Job Description ?
- (v) Define Industrial Relationship.
- (vi) What do you mean by Discipline ?
- (vii) What do you mean by Human Resource Accounting ?

Section-B **4×7=28**

(Short Answer Type Questions)

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

2. Explain the scope and objectives of Human Resource Management.
3. What is HRP ? Explain Human Resource Planning Process.
4. What is Job Analysis ? Explain the uses of Job Analysis.
5. Explain various on the job and off the job training methods in detail.
6. What do you understand by fringe benefits ? What are its essential features ?

7. What is Recruitment ? Explain the process of Recruitment.
8. Explain the objectives of Human Resource Accounting.
9. Explain the importance of Discipline in Industry.

Section-C **2×14=28**

(Long Answer Type Questions)

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

10. "Performance appraisal is the systematic evaluation of the individual with respect to his performance of the job and his potential for development." What are the options open to you in the design of a performance appraisal system to achieve this goal ?
11. What do you understand by individual and group incentive ? Discuss them with their relative advantages and demerits.
12. Define the term 'Ethics'. Explain the various HR ethical issues ? Why is ethics important ?
13. What do you mean by 'Collective Bargaining' ? What are the advantages of collective bargaining ?