

BBA-08

June - Examination 2017

BBA Pt. II Examination**Human Resource Management****Paper - BBA-08****Time : 3 Hours]****[Max. Marks :- 80**

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

Section - A**8 × 2 = 16**

(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 Management?
- (ii) What is Human Resource Planning?
- (iii) What is Job Description?
- (iv) Write any two method of wages payment.
- (v) What do you mean by Industrial Disputes?
- (vi) What is Trade Union?
- (vii) What do you mean by Discipline?
- (viii) What do you mean by Business Ethics?

Section - B**4 × 8 = 32**

(Short Answer Questions)

Note: Answer **any four** questions. Each answer should not exceed 200 words. Each question carries 8 marks.

- 2) Explain the scope of Human Resource management.
- 3) Explain the uses of Job Analysis.
- 4) What do you understand by selection process? Discuss various steps involved in it.
- 5) Describe the benefits of Performance Appraisal.
- 6) What do you understand by fringe benefits? What are its essential features?
- 7) Explain the advantages of Collective Bargaining.
- 8) Explain the objectives of Human Resource Accounting.
- 9) Explain the barriers of HRP. Bring out the requisites for effective planning.

Section - C**2 × 16 = 32**

(Long Answer Questions)

Note: Answer **any two** questions. You have to delimit your each answer maximum upto 500 words. Each question carries 16 marks.

- 10) Describe the various forecasting techniques and how these techniques are being used in human resource planning.
- 11) Discuss the steps of recruitment process. How will you reconcile the internal and external sources of recruitment?
- 12) What do you understand by individual and group incentive? Discuss them with their relative advantage and demerits?
- 13) What do you mean by “Discipline”? State its major characteristics and objectives.