

BBA-08
June - Examination 2018
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 the given instructions.

Section - A

8 × 2 = 16

(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 do you mean by compensation?
- (ii) Write any two objectives of HRP.
- (iii) What is collective bargaining?
- (iv) Write four components of Job Description.
- (v) What are the various techniques of Training (any four)?
- (vi) What is application blank?
- (vii) What is interview?
- (viii) What is Job rotation method?

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) What are the main functions and objectives of Human Resource Management in an organisation?
- 3) Differentiate between Job description and Job specification.
- 4) Explain the role of HR manager of a e-marking firm.
- 5) Discuss various external sources of Recruitment.
- 6) Explain the importance of orientation in business recruitment.
- 7) Write the reasons of industrial disputes.
- 8) What is Human Resource Accounting? Explain its benefits?
- 9) What do you mean by executive development? Explain its process in short.

Section - C**2 × 16 = 32**

(Long Answer Questions)

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

- 10) What do you understand by selection process? Explain the selection process in detail.
- 11) What is career planning? Explain the importance and process of career counselling.
- 12) What is performance appraisal? Explain importance of performance appraisal in managing human resources.
- 13) Explain various 'on the job' and 'off the job' training methods. Also explain their advantages and disadvantages.