

Roll No.

--	--	--	--	--	--	--	--	--	--	--	--

Total No. of Pages : 02

Total No. of Questions : 09

BBA (Sem.-4)
HUMAN RESOURCE MANAGEMENT
Subject Code : BBA-402-18
M.Code : 77424
Date of Examination : 07-07-22

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

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

SECTION-A

1. Explain briefly :

- a) Define Human Resource Planning.
- b) Differentiate between Job specification and Job description.
- c) What is job enrichment?
- d) Sources of recruitment.
- e) Enlist various types of interviews.
- f) Define induction. Also give the important elements of an induction program.
- g) Discuss various methods of training need analysis.
- h) Define industrial relations.
- i) What are fringe benefits?
- j) Discuss the types of Incentive plans.

SECTION-B

UNIT-I

2. Define Human Resource Management. Discuss various issues and challenges for HRM in India with examples.
3. Elaborate the process of Human Resource Planning with the suitable illustrations.

UNIT-II

4. What do you mean by Job Analysis? Describe various methods of collecting job data with their advantages and disadvantages.
5. Define Selection. What are various stages of a selection process? Discuss in detail.

UNIT-III

6. What is Training? Discuss the methods of on the job training and off the job training with their pros and cons. According to you which method of training is more useful for sales staff?
7. What do you mean by career planning and development? Elaborate the stages of career life cycle? Also, discuss various individual and organizational strategies used for career planning of employees.

UNIT-IV

8. Define performance appraisal. Discuss in detail various methods of performance appraisal with the help of suitable examples.
9. What is compensation management? What are various elements of employee compensation? Elaborate various methods of wage and salary administration.

NOTE : Disclosure of Identity by writing Mobile No. or Making of passing request on any page of Answer Sheet will lead to UMC against the Student.