

**Government Degree College, Baramulla (Autonomous)**

**Term End External Examination 4th Semester (Session- July 2024)**

**Subject: Business Administration**

**Course No and Title: BBAC1422N/ Human Resource Management**

**Time: 2.15 hours      Max Marks:100      Min. Marks:40**

**Section A: Objective Type Questions**

- Q1. Choose the appropriate Answer: (8x1.5=12)**
- i. HRM function does not involve: -
    - A Recruitment      B Selection
    - C Cost Control      D Training
  - ii. 1970s represent the evolution of new discipline under the name of \_\_\_\_\_.
    - A Personnel management      B HRM
    - C Industrial sociology      D Organizational sociology
  - iii. Which one is the first step in any human resource program?
    - A Selection      B Training
    - C Planning      D Appraising
  - iv. Which of the following is/are the development function of HRM?
    - A Training and Executive Development      B Career Planning & Development
    - C Performance and Potential Appraisal      D All of the above
  - v. Reasonable balance between demand and supply of labor is necessary in \_\_\_\_\_.
    - A Manpower planning      B Job Description
    - C Job Analysis      D Recruitment
  - vi. \_\_\_\_\_ selection test which judges the emotional ability which will help to judge work in group.
    - A Personality test      B Mental Ability Test
    - C Intelligence Test      D None of the above
  - vii. That which adds more of the same type of duties requiring same skills is \_\_\_\_\_.
    - A Job progression      B Job enlargement
    - C Job enrichment      D Job relatedness

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**viii. Industrial relations cover the following area(s)**

- A Collective bargaining      B Industrial relations training
- C Labour legislation      D All of the above

**Section-B: Descriptive Type Questions (Short Type)**

**Q2: Answer all the Questions (8 x 4 =32)**

- i. What is job enrichment?
- ii. Briefly differentiate between Job specification and Job description.
- iii. Define compensation and its components?
- iv. Define HRIS.
- v. Discuss the types of Incentive plans.
- vi. Define Performance Management System.
- vii. Briefly define Collective bargaining.
- viii. Give a brief introduction of industrial relations.

**Section – C: Descriptive Type Questions (Medium Type)**

**Answer all the questions: (4 x 7=28)**

**Q3.** What do you mean by Job Analysis? Describe various methods of collecting job data with their advantages and disadvantages.

**OR**

What are the contemporary issues and challenges in managing human resources?

**Q4.** Elaborate the process of Human Resource Planning with the suitable illustrations.

**OR**

Elaborate Job analysis its uses and methods.

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- Q5.** What is compensation management? What are various elements of employee compensation?

**OR**

What is Training? Discuss the methods of on the job training and off the job training with their pros and cons.

- Q6.** Define Recruitment and Selection. What are various stages of a selection process? Discuss in detail.

**OR**

What is compensation management? What are various elements of employee compensation?

#### **Section – D: Descriptive Type Questions (Long Type)**

**Answer any two of the following: (2 x 14=28)**

- Q7.** Define Human Resource Management. Discuss various issues and challenges for HRM in India with examples.
- Q8.** Define performance appraisal. Discuss in detail various methods of performance appraisal with the help of suitable examples.
- Q9.** 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.
- Q10.** Explain the concept of Industrial dispute their causes and machinery for settlement