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Name.....

Reg. No.....

THIRD SEMESTER B.B.A. DEGREE EXAMINATION, NOVEMBER 2018

(CUCBCSS—UG)

BBA III B 04—HUMAN RESOURCE MANAGEMENT

(2015 Admissions)

Time : Three Hours

Maximum : 80 Marks

Part A (Objective Questions)

Answer all ten questions.

Choose the correct answer :

1. Which one of the following does not include under the functions of Human Resource Management ?
(a) Planning. (b) Organising.
(c) Recruitment. (d) Profitability.
2. Compensation management consists of _____.
(a) Job evaluation. (b) Wages and salary administration.
(c) Fringe benefits. (d) All of the above.
3. Which among the following is the simple form of penalty for indiscipline ?
(a) Transfer. (b) Warning.
(c) Suspension. (d) Dismissal.
4. The performance evaluation is done by the _____.
(a) Employee. (b) Employer.
(c) Third party. (d) None of these.
5. The process of assessing the effectiveness of training is called _____.
(a) Training programme. (b) Training plan.
(c) Training evaluation. (d) Training method.

Fill in the blanks :

6. _____ is the first main operative function of personnel management.
7. Human resource management functions include managerial functions and _____ functions.
8. _____ is the process of searching manpower requirements by an organisation.
9. Performance evaluation is done by the _____.
10. _____ is an ongoing process of setting goals and finding out means to achieve them.

(10 × 1 = 10 marks)

Turn over

Part B (Short Answer Questions)

Answer any eight out of the ten questions in two or three sentences.

11. Define Job Analysis.
12. Define performance appraisal.
13. What is training ?
14. What is job evaluation ?
15. What is meant by grievance ?
16. What is human resource planning ?
17. Define Personnel Management.
18. What is placement ?
19. What do you mean by strategic human resource management ?
20. What is meant by discipline ?

(8 × 2 = 16 marks)

Part C (Short Essay Questions)

Answer any six out of the eight questions in about 200 words.

21. What is the importance of human resource management ?
22. Discuss the significance of placement.
23. What are the sources of grievances ?
24. What are the objectives of job evaluation ?
25. What are the differences between recruitment and selection ?
26. What are the essential characteristics of management by objectives ?
27. What are the objectives of human resource planning ?
28. What are the objectives of induction ?

(6 × 4 = 24 marks)

Part D (Essay Questions)

Answer any two out of the three questions in about 800 words.

29. Explain the sources of recruitment.
30. Discuss the different methods of training.
31. Explain the methods of performance appraisal.

(2 × 15 = 30 marks)