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(Pages : 2)

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)