

Exam. Code : 105403

Subject Code : 1406

Bachelor in Business Administration (BBA) 3rd Semester

**FUNDAMENTALS OF HUMAN RESOURCE
MANAGEMENT**

Paper—BBA-304

Time Allowed—3 Hours]

[Maximum Marks—50

Note :— In Section A Question Number 1 is compulsory.
In Section B and Section C attempt any **TWO**
questions out of **FOUR** in each section.

SECTION—A

1. Attempt any **TEN** questions. Each question carries
1 mark :
 - (i) What status does Human Resource Management
hold in an organisation ?
 - (ii) Define Human Resource Planning.
 - (iii) Write the objectives of job analysis.
 - (iv) What are the internal sources of recruitment ?
 - (v) What is the need for employee retention ?
 - (vi) Differentiate between training and development.
 - (vii) What is employee turnover ?
 - (viii) Define performance appraisal.

- (ix) What are the components of wage ?
- (x) Write various types of incentives.
- (xi) Define Grievance.
- (xii) What do you understand by job evaluation ?

SECTION—B

Note :—Answer **TWO** questions from this section. Each question carries **10** marks.

- 2. Discuss the evolution of Human Resource Management and also explain the changing trends in this area.
- 3. Discuss the methods of collecting job analysis data.
- 4. Explain the process of employee selection and discuss the problems associated with the selection of employees.
- 5. Discuss the employee retention strategies.

SECTION—C

Note :—Answer **TWO** questions from this section. Each question carries **10** marks.

- 6. As a manager how would you design and implement a training programme ? Explain.
- 7. Explain the essentials of an effective training programme.
- 8. Explain the statutory measures for safety of industrial workers in India.
- 9. Explain Point Rating and Factor Comparison methods of job evaluation.