D 10519   (Pages : 2)   Name...

Reg. No.....................................

FIFTH SEMESTER U.G. DEGREE EXAMINATION, NOVEMBER 2021

(CBCSS—UG)

B.B.A.

BBA 5B 07—HUMAN RESOURCES MANAGEMENT

(2019 Admissions)

Time : Two Hours and a Half   Maximum : 80 Marks

Section A

Answer at least **ten** *questions.*
Each question carries 3 *marks.*
All questions can be attended.
Overall Ceiling 30.

1. Define HRM.

2. Explain the term selection.

3. What is training ?

4. What is performance appraisal ?

5. What is compensation ?

6. Explain case study method.

7. What is green HRM ?

8. What is HR audit ?

9. What is sensitivity training ?

10. What you mean by in basket training ?

11. What is placement ?

12. What is Laborlocalization ?

13. What is Employee Compensation ?

14. What is case study method ?

15. What is work life balance ?

(10 × 3 = 30 marks)

Turn over

Section B

Answer at least **five** *questions.*
Each question carries 6 *marks.*
All questions can be attended.
Overall Ceiling 30.

16. Describe the importance of HRM.

17. What are the methods of job analysis ?

18. What is Human Resource Information System ?

19. Explain the principles of Performance appraisal.

20. Describe types of Management Development Programs.

21. Discuss the difference between recruitment and selection.

22. What is Strategic HRM ?

23. Discuss the difference between Personal management and Human Resource Management.

$(5 \times 6 = 30$ marks)

Section C

Answer any **two** *questions.*
Each question carries 10 *marks.*

24. Explain methods of Training and development methods.

25. What are the methods of Performance appraisal ?

26. Explain the process of Selection.

27. Explain the need of placement, induction and socialization in HRM.

$(2 \times 10 = 20$ marks)

D 10519-A (Pages : 4) Name...

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FIFTH SEMESTER U.G. DEGREE EXAMINATION, NOVEMBER 2021

(CBCSS—UG)

B.B.A.

BBA 5B 07—HUMAN RESOURCES MANAGEMENT

(2019 Admissions)

(Multiple Choice Questions for SDE Candidates)

Time : 15 Minutes	Total No. of Questions : 20	Maximum : 20 Marks

INSTRUCTIONS TO THE CANDIDATE

1. This Question Paper carries Multiple Choice Questions from 1 to 20.

2. The candidate should check that the question paper supplied to him/her contains all the 20 questions in serial order.

3. Each question is provided with choices (A), (B), (C) and (D) having one correct answer. Choose the correct answer and enter it in the main answer-book.

4. The MCQ question paper will be supplied after the completion of the descriptive examination.

BBA 5B 07—HUMAN RESOURCES MANAGEMENT

(Multiple Choice Questions for SDE Candidates)

1. Quality- oriented organization primary concern centers around :

   (A) Coordination.   (B) Communication.

   (C) Human Resources.   (D) Discipline.

2. Organizational goals should be :

   (A) Achievable.   (B) Ambiguous.

   (C) Random.   (D) Vague.

3. A system used to acquire, store, manipulate, analyze, retrieve, and distributed information related to the company's human resources is called a(n) ————.

   (A) HRIS.   (B) Progressive discipline system.

   (C) IRS.   (D) Contingent workforce system.

4. In which of these steps, the HR manager attempts to ascertain the supply of and demand for various types of human resources ?

   (A) Forecasting.   (B) Program implementation.

   (C) Evaluation.   (D) Goal setting.

5. Playing the role of ———— requires designing and delivering efficient and effective HR systems, processes, and practices.

   (A) Administrative Agent.   (B) Change Agent.

   (C) Strategic Partner   (D) Employee Advocate.

6. ———— in India led to the move from Personnel administration to HRM in Indian setup.

   (A) Globalisation.   (B) Industrialization.

   (C) Independence.   (D) None of the above.

7. A control technique that helps in measuring the cost and value of people for an organization and helps management to value human resources is :

   (A) Human resource accounting.   (B) Employee control systems.

   (C) Organizational control systems. (D) Value based accounting.

8. The process of determining and recording all the pertinent information about a specific job, including the tasks involved, the knowledge and skill sets required to perform the job is termed as :

   (A) Job evaluation.   (B) Job description.

   (C) Job Analysis.   (D) Job design.

9. Which of the following is the first step in the process of job analysis :

   (A) Developing a job description.   (B) Job specific competency determination.

   (C) Information gathering.   (D) Developing a job specification.

10. A good recruitment policy :

   (A) Is flexible enough to accommodate changes in the organization.

   (B) Has its own policies and does not comply with government policy on hiring.

   (C) Requires more investment for the organization.

   (D) Ensures short term employment opportunities for its employees.

11. The important information that has to be furnished in an advertisement includes :

   (A) Location or place of work.   (B) Nature of job.

   (C) Tasks and responsibilities. (D) All of the above.

12. Which of the following steps should be adhered to, when interviewing ?

   (A) Ask demanding and leading questions.

   (B) Get too engrossed in the interview to follow the plan.

   (C) Interrupt the candidate frequently.

   (D) Make the candidate feel comfortable and relaxed.

13. Which of the following options is not one of the approaches to HRM ?

   (A) Human Resource approach.   (B) Systems approach.

   (C) Contingent approach.   (D) Statistical approach.

14. Which approach states that no one particular management action or design will be suitable for all situations ?

   (A) Human behavior approach.   (B) Role approach.

   (C) Systems approach.   (D) Contingent approach.

Turn over

15. All of the following are innovative methods to improve the quality of worklife except :

    (A) Flexi time.
    (B) Job enrichment.

    (C) Job rotation.
    (D) Demotion.

16. Job sharing, work sharing, phased retirement, all these are examples of :

    (A) Part time employment.
    (B) Full time employment.

    (C) Compressed work week.
    (D) Alternative work schedules.

17. ————— helps in improving the communication, people management and relationship management skills of the trainees.

    (A) Computer modeling.
    (B) Role playing.

    (C) Class room lectures.
    (D) Vestibule training.

18. ———— is the systematic process of analyzing and evaluating jobs to determine their relative worth in an organization.

    (A) Job analysis.
    (B) Job design.

    (C) Job evaluation.
    (D) Job enrichment.

19. If a selection method produces consistent results across different situations and times, it is termed to be :

    (A) Reliable.
    (B) Valid.

    (C) Legal.
    (D) None of the above.

20. The employee of ABC Corp lose a half days leave if they are late to work even by 15 mins. This is an example of :

    (A) Punitive discipline.
    (B) Preventive discipline.

    (C) Positive discipline.
    (D) Precautionary discipline.