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Reg. No. : .....

Name : .....

**Second Semester B.B.A. Degree Examination, July 2016**  
**(Career Related FDP Under CBCSS)**

**Group 2(b)**

**Core Course**

**BM 1242 – HUMAN RESOURCES MANAGEMENT**  
**(2014 Admission Onwards)**

Time : 3 Hours

Max. Marks : 80

**SECTION – A**

I. Answer **all** questions in **one** or **two** sentences. **Each** question carries **one** mark.

- 1) Define HRM.
- 2) What is job specification ?
- 3) What is job enlargement ?
- 4) What is EQ ?
- 5) What is sensitivity training ?
- 6) What is bench marking in training ?
- 7) What is Rating Scale ?
- 8) What is Rowan Plan ?
- 9) What is quality circle ?
- 10) What do you meant by mentoring ?

**(1×10=10 Marks)**

**SECTION – B**

II. Answer **any 8** questions. **Each** question carries **2** marks.

- 11) Explain job analysis process.
- 12) State the importance of HRM.
- 13) What are the contents of job specification ?

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- 14) What are the merits of external sources of recruitment ?
- 15) Differentiate between recruitment and selection.
- 16) Explain the steps involved in training process.
- 17) What are the defects of checklist method ?
- 18) What are the objectives of HRP ?
- 19) What are the advantages of incentive system ?
- 20) Differentiate between Personnel Management and Human Resource Management.
- 21) What are the benefits of career planning ?
- 22) Explain the importance of performance appraisal. **(2×8=16 Marks)**

#### SECTION – C

III. Answer **any 6** questions. **Each** question carries **4** marks.

- 23) What are the four C's of HR policies ?
- 24) Write the internal sources of recruitment.
- 25) Differentiate between education and training.
- 26) What is training on environment ?
- 27) What are the features of performance appraisal ?
- 28) What are the functions of HRM ?
- 29) What are the limitations of career planning ?
- 30) What are the merits of piece rate system ?
- 31) What are the objectives of manpower planning ? **(4×6=24 Marks)**

#### SECTION – D

IV. Answer **any two** questions. **Each** question carries **15** marks.

- 32) What is Job Evaluation ? What are the methods of Job Evaluation ?
  - 33) Explain the steps involved in the selection process.
  - 34) Explain in brief the methods of performance appraisal.
  - 35) Explain the various training methods. **(15×2=30 Marks)**
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