

BBA-504

Personnel Management (कार्मिक प्रबन्धन)

Bachelor of Bussiness Administration

(BBA-10/12/16/17/BBAH-11)

5th Semester Examination 2019

Time:3 Hours

Maximum Marks:80

Note : This paper is of Eighty (80) marks containing three sections A, B & C. Learners are required to attempt the questions contained in these sections according to the detailed instruction given therein

Section –A

(Long - Answer- Type question)

Note : Section 'A' contains four (04) long-answer-type question of Nineteen(19) marks each. learners are required to answer any two(02) question only.

(2x19=38)

1. What are the Challenges faeed by Indian industnies in personnes man?
2. What are the factors affecting job design? Explain the various methods of job design.
3. Distinguish between recruitment and selection. Explain the various steps in the selection process.
4. What are the need for training in modern industry.

Section – B

(Short-Answer-Type Question) लघु उत्तरीय प्रश्न

Note : Section 'B' contains eight(08) short answer type questions of Eight (08) marks each.Learners are required to Answer any four (04) Questions only.

(4X8=32)

1. Define performance appraisal and explain its need and objective.
2. What are fringe benefits ? Discuss their need and objective.
3. Discuss the various financial and Non-financial incentives given to workers and employees. Examine the impact of such incentives ?
4. Define training. Distinguish between training, education and development.
5. "Employee Selection in India is a process of elimination and not an evaluation comment.
6. Clearly define and discuss the relationship among job analysis, job description and job specification.
7. Classify and explain the function of personnel management.
8. What is job rotation ? what are the contents? Make a specimen of job rotation.

Section –C

(Objective-Type Question) वस्तुनिष्ठ प्रश्न

Note : Section 'C' contains ten(10)objective type questions of one (01) mark each. All the questionsof this section are Compulsory. (10x1=10)

Write true/false againts the following;

1. An employee sponsor, the HR manager plays an intergral role in organisational success.
2. Employees feel frustrated due to low specialisation in the work.
3. The HRD Programmes fail due to povesity, social injustic.
4. The relationship between good HR practics and organisational effectiveness is very simply.
5. Counselling involves a one to one discussion between the participant and administrator.
6. Factor Comparison system consists of selection of any jobs.

7. Objective of performance appraisal system is to identify the developmental needs of each employee
8. The process of 360 Degree appraisal is broken into two stages- planning, implementation.
9. Employees at present need more freedom autonomy in doing the work.
10. The modern HR function has HRD at its core.
