

III Semester B.B.A. Examination, November/December 2018
(CBCS) (F+R) (2015 – 16 & Onwards)
BUSINESS ADMINISTRATION
3.4 : Human Resource Management

Time : 3 Hours

Max. Marks : 70

Instruction : Answers should be written in **English only**.

SECTION – A

Answer **any five** sub-questions of the following. **Each** sub-question carries **two** marks. (5×2=10)

1. a) Define recruitment.
- b) What is the meaning of promotion ?
- c) What is lay-off ?
- d) What do you mean by compensation ?
- e) What is meant by preliminary interview ?
- f) What is monotony ?
- g) Give the meaning of incentive scheme.

SECTION – B

Answer **any three** questions of the following. **Each** question carries **six** marks. (3×6=18)

2. Explain the types of interviews.
3. What are the objectives of training ?
4. Briefly explain the objectives of induction programme.
5. What are the objectives of compensation ?
6. Discuss the importance of performance appraisal.

P.T.O.



SECTION - C

Answer any three questions of the following. Each question carries 14 marks.

(3×14=42)

7. Discuss the duties and responsibilities of HR Manager.
8. Explain the various types of fringe benefits.
9. Discuss the various methods of training the employees.
10. Explain the various sources of recruitment.
11. Explain the impact of globalisation in Human Resource Management.

SECTION - B

Answer any three questions of the following. Each question carries six marks.

(3×6=18)

1. Define recruitment.
 2. What is the meaning of promotion?
 3. What is lay-off?
 4. What do you mean by compensation?
 5. What is meant by preliminary interview?
 6. What is monetary?
 7. Give the meaning of incentive scheme.
1. Explain the types of interviews.
 2. What are the objectives of training?
 3. Briefly explain the objectives of induction programs.
 4. What are the objectives of compensation?
 5. Discuss the importance of performance appraisal.