

Faculty of Business Management**BBA II-Year, CBCS-III Semester Backlog Examinations –June/July, 2022****PAPER: Human Resource Management**

Time: 3 Hours

Max Marks: 80

Section-AI. Answer any *five* of the following (5x4=20 Marks)

1. What is HR policy?
2. Write a short note about job restructuring.
3. What do you mean by retraining?
4. What is the importance of employee health and safety?
5. Write a brief note about 360⁰ appraisal
6. What is meant by selection?
7. What is standing order?
8. What do you mean by job enrichment?

Section-B

II. Answer the following (5x12=60 Marks)

9. (a) Distinguish between personnel management and human resource management.

(OR)

(b) What are the objectives of HRM? Explain in detail.

- 10.(a) What do you mean by job analysis? Explain different approaches to it.

(OR)

(b) What are the steps involved in selection process? Write in detail.

- 11.(a) What do you mean by employee orientation? Explain its importance.

(OR)

(b) Discuss the role and importance of career planning.

- 12.(a) What do you mean by industrial relations? Discuss its importance.

(OR)

(b) Write in detail about collective bargaining.

13. (a) Narrate different methods of performance appraisal.

(OR)

(b) Explain the impact of quality of work life on organizational climate and culture.
