



SN – 378

III Semester B.B.M. Examination, Nov./Dec. 2013

(Freshers Scheme)

(2013-14 and Onwards)

BUSINESS MANAGEMENT

Paper – 3.4 : Human Resource Management

Time : 3 Hours

Max. Marks : 100

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

SECTION – A

1. Answer **any eight** sub-questions. **Each** sub question carries **two** marks : **(2×8=16)**
- What is human resource management ?
 - Mention any four qualities of HR Manager.
 - Define recruitment.
 - What is off-the-job training method ?
 - What do you mean by compensation ?
 - What do you mean by stress interview ?
 - What do you mean by “Transfer” ?
 - What is man power development ?
 - What is right-sizing of work force ?
 - What is an incentive scheme ?

SECTION – B

Answer **any three** questions. **Each** question carries **eight** marks : **(3×8=24)**

- What are the duties and responsibilities of human resource manager ?
- Briefly explain the internal sources of recruitment.
- Define placement. What are the problems involved in placement ?
- What are the objectives of compensation ?



SECTION – C

Answer question No. **10** and **any three** of the remaining questions. **Each** question carries **fifteen** marks :

(4×15=60)

6. Discuss the steps in the selection process.
 7. What is promotion ? Explain the purpose and bases of promotion.
 8. Explain the various methods of training the employees.
 9. Explain the different types of performance appraisal.
 10. Discuss the functions of Human Resource Management.
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