

Seat No. : 1460

DA-109

December-2017

B.B.A. Sem.-III

CC-203 : Basic Human Resource Management

Time : 3 Hours]

[Max. Marks : 70

1. (A) Define Human Resource Management and explain the objectives of Human Resource Management. 7
- OR**
- Explain two techniques of forecasting in process of Human Resource Planning.
- (B) Explain Human Resource Planning Process in detail. 7
- OR**
- Explain any two methods of data collection in job analysis.
2. (A) Discuss the process of recruitment. 7
- OR**
- Discuss types of Interview in detail.
- (B) Discuss types of Selection Test. 7
- OR**
- Discuss Do's & Don't of Interview.
3. (A) What is succession planning and explain its importance. 7
- OR**
- Explain any two methods of Executive Development.
- (B) Explain difference between Job Enlargement and Job Enrichment. 7
- OR**
- Explain career stages in detail with help of diagram.
4. (A) What is Performance Appraisal ? Explain its purpose. 7
- OR**
- Explain arguments in favour of Merit as bases of Promotion.
- (B) Discuss types of Transfer in detail. 7
- OR**
- Discuss any two methods of Performance Appraisal.

5. Do as directed.

- (1) Mention two types of separation.
 - (2) Mention two limitations of Performance Appraisal.
 - (3) Mention two objectives of Job Evaluation.
 - (4) Mention two basis of Promotion.
 - (5) Mention two supply forecasting methods in the process of H.R. Planning.
 - (6) What is Promotion ?
 - (7) State any two arguments in favour of promotion on bases of seniority.
 - (8) What is 360 degree feedback ?
 - (9) What is career planning ?
 - (10) Mention two features of Job Rotation.
 - (11) State the factors considered before choosing a selection test.
 - (12) Mention two significance of HRM.
 - (13) Mention two methods of Job Design.
 - (14) Define Human Resource Planning.
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