

CDOE
BACHELOR OF BUSINESS ADMINISTRATION (CBCS-2019 COURSE)
B.B.A. SEM - IV : WINTER :- 2021
SUBJECT: HUMAN RESOURCE MANAGEMENT

Day : Monday
Date 14-02-2022

W-21928-2021

Time : 10:00 AM-01:00 PM
Max. Marks: 60

N.B.

- 1) Attempt **ANY THREE** questions from Sec. – I and **ANY TWO** questions from Section – II.
 - 2) Figures to the **RIGHT** indicate **FULL** marks.
 - 3) Answer to both the sections should be written in **SAME** answerbook.
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SECTION – I

- Q.1** Explain the functions of Human Resource Management. (12)
- Q.2** Discuss the factors affecting Human Resource Planning of an organization. (12)
- Q.3** What is selection? Explain the process of selection. (12)
- Q.4** Elaborate any two off the job training methods with its demerits. (12)
- Q.5** Write short note on **ANY TWO** of the following. (12)
- a) Impact of technological advances on HRM
 - b) Job specification
 - c) Importance of performance appraisal

SECTION – II

- Q.6** 'Human Resource Management is a very vital function of organisation.' Justify the statement. (12)
- Q.7** As a HR Manager, how you will conduct Performance Appraisal process in your organisation. (12)
- Q.8** As a Training and Development Manager what procedure you will use for identification of training needs of your employees? (12)
