

MI2-107

December-2016

B.B.A., Sem.-III

CC-203 : Basic Human Resource Management

Time : 3 Hours]

[Max. Marks : 70

1. (a) Explain any two demand forecasting methods in the process of human resource planning. 7

OR

Define HRM. Classify and explain its scope.

- (b) Explain the process of Human Resource Planning. 7

OR

Discuss the process of Job Analysis.

2. (a) Discuss the types of orientation programmes. 7

OR

Discuss internal & external sources of recruitment.

- (b) What are the factors to be considered while choosing selection test ? 7

OR

Discuss the common interview problems.

3. (a) Write notes on : 7

(1) Understudy Assignment

(2) In Basket Exercise

OR

Write notes on "

(1) Job Enrichment

(2) High Performance work team

- (b) Explain Succession planning and its benefits. 7

OR

Bring out the difference between Job Enlargement and Job Enrichment as a method of Job Design.

4. (a) Bring out the difference between performance appraisal and job evaluation. 7

OR

Discuss various bases of promotion.

- (b) Write note on : 7

(1) Layoff

(2) V.R.S.

OR

Explain any two methods of performance appraisal. 7

5. Do as Directed : 14

- (1) State the objectives of HRM.
- (2) What is Human Resource Planning ?
- (3) State any two methods of data collection in Job Analysis.
- (4) What are the types of transfers ?
- (5) Explain M.B.O.
- (6) Mention any two advantages of Job Rotation.
- (7) Mention two benefits of role play.
- (8) Define Career.
- (9) Reliability refers to the degree to which the test is capable of achieving the purpose which it is intended to achieve. (True or False)
- (10) Explain 'Halo error' in performance appraisal.
- (11) State two principles of promotion.
- (12) State any two objectives of executive development.
- (13) State any two supply forecasting technique in process of H.R. Planning.
- (14) Explain structured and unstructured interviews.