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**Paper ID [C0210]**

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**BBA (Sem. - 2<sup>nd</sup>)****HUMAN RESOURCE MANAGEMENT (BB - 204)****Time : 03 Hours****Maximum Marks : 60****Instruction to Candidates:**

- 1) Section - A is **Compulsory**.
- 2) Attempt any **Four** questions from Section - B.

**Section - A****Q1)****(10 × 2 = 20)**

- a) Define Human Resource Management.
- b) What are the uses of job analysis?
- c) Differentiate between job enrichment and job enlargement.
- d) What are the benefits of internal sources of recruitment?
- e) What is induction?
- f) Define retrenchment.
- g) What are HRD goals?
- h) What are fringe benefits?
- i) Enlist the steps of performance appraisal process.
- j) What are cross - functional teams?

**Section - B****(4 × 10 = 40)**

**Q2)** Discuss the new trends in HRM due to globalisation and technological advancements.

**Q3)** Differentiate between job description and job specification. Briefly explain the steps in job analysis process.

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- Q4)** Explain various external sources of recruitment and discuss their merits and demerits.
- Q5)** What is the importance of training? Discuss on - the - job training methods.
- Q6)** What do you understand by wage differentials? Are wage differentials justified. Explain.
- Q7)** What are the benefits of workers' participation in management? Discuss the pre-conditions of effective workers' participation in management.

