

Roll No \_\_\_\_\_

**Human Resource Management (BB 204)****Time allowed – 03 Hrs.****Max.Marks – 60****Section – A**

**Note :** All questions are **compulsory**. The answer to these questions shall be given in 2-5 lines. Each question carries 2 marks. Total weightage is 20 marks.

1. Briefly define the following :

- (i) Job rotation
- (ii) Selection
- (iii) Induction
- (iv) Human resource management
- (v) Incentive
- (vi) Employee participation
- (vii) Interview
- (viii) Training
- (ix) Job description
- (x) Transfer

**Section – B**

**Note :** Attempt any **Four** questions. Each question carries 10 marks. Total weightage is 40 marks.

- 2. Explain the role and importance of human resource management
- 3. Write the steps involved in analysing a job.
- 4. Define the term promotion? Bring out the bases for promotion.
- 5. Discuss the methods of performance appraisal.
- 6. Explain in detail the selection process.
- 7. Write a note on the following :
  - (a) Job enlargement
  - (b) Career planning

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