



KA-3559
Second Year B. B. A. (Sem. III) (CBCS)
Examination
October/November – 2012
Human Resource Management : Paper - I

Time : Hours]

[Total Marks : 70

Instructions :

(1)

<p>નીચે દર્શાવેલ નિશાનીવાળી વિગતો ઉત્તરવહી પર અવશ્ય લખવી. Fillup strictly the details of signs on your answer book.</p> <p>Name of the Examination : S. Y. B. B. A. (Sem. 3) (CBCS)</p> <p>Name of the Subject : Human Resource Management : Paper - 1</p> <p>Subject Code No. : 3 5 5 9 Section No. (1, 2,.....): NIL</p>	<p>Seat No. : <input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/><input type="text"/></p> <div style="border: 1px solid black; border-radius: 15px; height: 80px; display: flex; align-items: center; justify-content: center; margin-top: 10px;"><p>Student's Signature</p></div>
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- (2) All questions are compulsory.
- (3) Figures to the right indicate full marks allocated to that question.

- 1 Briefly explain the following terms : (any five) 10
- (a) Job Enlargement
- (b) Body Shopping
- (c) Induction
- (d) Training Need Assessment
- (e) Succession Planning
- (f) Job Specification

- 2 List down any six objectives of HRM. Also discuss the limitations of HRM. 10

OR

Explain any three operative functions of HRM. 10

- 3 Answer the following : (any two) 20
- (a) Draft a Job Description for the position of a Salesman. Also discuss the different ways in which the job of a salesman can be enriched ?

- (b) Define 'Human Resource Planning'. Discuss in detail the importance of having a formal HRP in an organization.
- (c) Discuss the process of Job Analysis. Explain observation method of Job Analysis and mention for which kind of job this method is applicable.
- 4 Write short notes : (any two) 14
- (a) Selection Interview
- (b) Decentralized Recruitment
- (c) Factors affecting Recruitment
- 5 (a) What is Career Planning ? What are the advantages of Career Planning and Development to an individual employee ? 8
- (b) Define 'Training'. Give any two reasons for evaluating training programmes and explain various criteria for evaluation. 8
- OR**
- 5 (a) Discuss the concept of career and explain Career Stages. 8
- (b) List down any four objectives of training and discuss the merits and demerits of On-the-Job Training. 8
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