



**III Semester B.B.A. Degree Examination, November/December 2016
(CBCS) (F+R) (2015 – 16 & Onwards)
BUSINESS ADMINISTRATION
3.4 : Human Resource Management**

Time : 3 Hours

Max. Marks : 70

Instruction : Answer should be written in **English only**.

SECTION – A

Answer **any five** sub-questions of the following. Each sub-question carries **two marks**. (5×2 = 10)

1. a) What do you mean by Human Resource Management ?
- b) What is an interview ?
- c) Define training.
- d) What do you mean by compensation ?
- e) What is right sizing ?
- f) What is the meaning of promotion ?
- g) Give the definition of HRD.

SECTION – B

Answer **any three** questions of the following. Each question carries **six marks**. (3×6 = 18)

2. Explain the objectives of Human Resource Management.
3. What are the benefits of training ?
4. What is transfer ? Explain the reasons for transfer.

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5. Discuss the importance of performance appraisal.

6. What are the objectives of compensation ?

SECTION – C

Answer **any three** questions of the following. **Each** question carries **14** marks. **(3×14= 42)**

7. Discuss the duties and responsibilities of human resource Manager.

8. Briefly explain the various sources of Recruitment.

9. Explain the various types of on-the-Job training and off-the-Job training methods.

10. Explain the bases of promotion.

11. Explain the principles and techniques of wage and salary administration.

SECTION – B

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