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Reg. No.

III Semester B.B.A. Degree Examination, April - 2022
BUSINESS ADMINISTRATION
Human Resource Management
(CBCS Scheme Regular 2019/2020 Batch)
Paper: 3.4

Time : 3 Hours   Maximum Marks : 70

Instructions to Candidates:

Answer should be written completely in English only.

SECTION - A

Answer any Five. Each question carries Two marks.   (5×2=10)

1. a) Define HRM

    b) What are the objectives of HRM?

    c) What is job rotation?

    d) Explain the uses of job analysis?

    e) Name any two internal sources of recruitment.

    f) Write any two objectives of training?

    g) What is right sizing of workforce?

SECTION - B

Answer any Three. Each question carries Five marks.   (3×5=15)

2. Explain the importance of Human Resource planning.

3. Explain the benefits of training to the employees.

4. Explain the objectives of performance appraisal in detail

5. What is transfer? Explain the reasons for transfer.

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SECTION - C

Answer any Three. Each question carries Fifteen marks: (3×15=45)

6. Explain the external sources of recruitment.

7. Explain the steps in selection process in detail.

8. Explain various methods of training.

9. What is performance appraisal? Explain the process of performance appraisal in detail.

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