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(A 55)

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**SARDAR PATEL UNIVERSITY**  
BBA (HM & TTM) (II Semester) Examination  
Tuesday, 17 March 2015  
2.30 – 4.30 pm

**UM02CBBH/T01 - Human Resource Management**

**Total Marks : 60**

**Q-1**

**[A]** Choose the most appropriate answer from the following : (05)

1. Which of the following is not an operative function of HRM?  
A. Procurement  
B. Compensation  
C. Planning  
D. Development
2. Recruitment is a \_\_\_\_\_ process.  
A. Negative  
B. Positive  
C. A & B  
D. None of above
3. Which of the following is not the method of off the job method of executive development?  
A. Case Study  
B. Job Rotation  
C. Conference Method  
D. Role Playing
4. Promotion refers to the \_\_\_\_\_.  
A. Downward movement of an employee  
B. Upward movement of an employee  
C. Horizontal movement of an employee  
D. None of above
5. Human Resource Management is a \_\_\_\_\_ process.  
A. Short term  
B. Medium term  
C. Long term  
D. Continuous

**[B]** Define 'Human Resource Management'. Explain importance of HRM (10) in modern business.

**OR**

**Q-1**

**[A]** Choose the most appropriate answer from the following : (05)

1. HRM means.....
  - A. Human Relation Maintenance
  - B. Human Resource Management
  - C. Human Relation Management
  - D. None of above
  
2. Which of following is not the external source of recruitment?
  - A. Advertising
  - B. E-recruitment
  - C. Present employees
  - D. Campus interview
  
3. Executive development is given to \_\_\_\_\_.
  - A. Top level employees
  - B. Lower level employees
  - C. None of above
  - D. A and B both
  
4. Which of the following increases in promotion?
  - A. Pay or salary
  - B. Status or prestige
  - C. Duties & responsibility
  - D. All of above
  
5. Job Evaluation is related to \_\_\_\_\_.
  - A. Job
  - B. Job holder
  - C. A & B
  - D. None of above

**[B]** Define 'Human Resource Planning'. Discuss process of HRP. (10)

**Q-2**

**[A]** Choose the most appropriate answer from the following : (05)

1. When a person is shifted from one job to another job without any change in salary, status and responsibilities is known as .....
  - A. Promotion
  - B. Demotion
  - C. Transfer
  - D. Dismissal
  
2. A document that differentiates a job from another job is known as .....
  - A. Job Description
  - B. Job Specification
  - C. A & B
  - D. None of above
  
3. The scope of Executive Development is .....
  - A. Wide
  - B. Narrow
  - C. A & B
  - D. None of above

4. 'Halo Effect' is \_\_\_\_\_
- A. Objective of Performance Appraisal.
  - B. Importance of Performance Appraisal.
  - C. Limitation of Performance Appraisal.
  - D. None of above
5. Human Resource Planning serves as a guide to the management of:
- A. Manpower Planning
  - B. Production Planning
  - C. Financial Planning
  - D. None of above

[B] "Recruitment is a positive process while selection is a negative process". Discuss this statement with reference to process of selection. (10)

**OR**

**Q-2**

[A] State True or False : (05)

1. ILO stands for International Labour Office.
2. Main objective of Job Evaluation is to determine equitable wage & salary structure.
3. Performance appraisal provides feedback of the employees.
4. Transfer is always used as a punitive tool.
5. Human Resource management is a continuous process.

[B] "Training is costly but absence of training is too costly". Discuss this statement with reference to importance of training. (10)

**Q-3**

[A] Differentiate between Training and Development (05)

[B] Define 'Promotion'. Discuss various purpose of promotion. (10)

**OR**

**Q-3**

[A] Differentiate between Performance Appraisal and Job Evaluation (05)

[B] What do you mean by Performance Appraisal? Describe objectives and limitations of performance appraisal. (10)

**Q-4**

**[A]** Differentiate between HRD and HRM **(05)**

**[B]** Write a note on : **(10)**

1. Need of HRD
2. Employees for Lease

**OR**

**Q-4**

**[A]** Differentiate between Recruitment and Selection **(05)**

**[B]** Write a note on : **(10)**

1. Dual Career Group
2. Recent Trends in HRM