

(65 & A-18)

SEAT No. _____

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SARDAR PATEL UNIVERSITY

F Y BBA (Honours) (HM & T&TM) (4 Years)

Semester- II Examination

2018

Thursday, 5th April

02:00 P.M. to 04:00 P.M.

SUBJECT : Human Resource Management

UM02CBBH05/T05

Total Marks : 60

Q-1

- [A] Explain the process HRP. (08)
[B] Discuss in brief about Job Analysis, Job Description and Job Specification. (07)

OR

- Q-1** Define the term 'Human Resource Management'. Describe managerial and operative functions of HRM. (15)

- Q-2** "Recruitment is a positive process and Selection is a negative process". Explain this statement with reference to process of selection. (15)

OR

Q-2

- [A] "Training is costly but absence of training is too costly". Explain this statement with reference to importance of Training. (08)
[B] Distinguish between Training and development. (07)

Q-3

- [A] Clarify the concept of Promotion, Transfer and Demotion. Explain the various purposes for promotion. (10)
[B] Write a note on – Demotion (05)

OR

- Q-3** Define 'Performance Appraisal'. Explain importance and limitations of performance appraisal. (15)

- Q-4** Write Short Notes (**Any Two**) (15)

1. Employees for lease
2. Functions of HRD manager
3. Flexitime
4. Future Challenges to Human Resource Department

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