

[38]

No. of printed pages: 4

**SARDAR PATEL UNIVERSITY**  
**FY BBA (HM & TTM) (II SEM.) EXAMINATION**

2011

Friday, 22<sup>nd</sup> April

4.00 pm to 6.00 pm

**UM02CBBH01 / 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 a managerial function of HRM?  
A. Procurement  
B. Planning  
C. Organising  
D. Directing
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 on the job method of executive development?  
A. Coaching  
B. Special Projects  
C. Job Rotation  
D. Case Study
4. Demotion 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. ILO means.....  
A. Indian labour office  
B. International labour organisation  
C. International labour office  
D. Indian labour organisation

**[B]** Define 'Human Resource Management'. Describe various functions of HRM. (10)

**OR**

**Q-1**

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

1. HRM is concerned with the following.  
A. Man  
B. Material  
C. Machine  
D. Money
  2. Which of following is not the external source of recruitment?  
A. Advertising  
B. Placement agencies  
C. Former 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 decreases in demotion?  
A. Pay or salary  
B. Status or prestige  
C. Duties & responsibility  
D. All of above
  5. \_\_\_\_\_ refers to the process of collecting information about a job.  
A. Job Analysis  
B. Job Rotation  
C. Job Requirement  
D. None of above
- [B] Explain concepts of 'Job Analysis', 'Job Description' and 'Job Specification'. (10)

**Q-2**

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

1. The process of choosing the most suitable candidate for the job among the available candidates is known as \_\_\_\_\_.  
A. Recruitment  
B. Selection  
C. Placement  
D. None of above
2. 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
3. Job Evaluation is related to \_\_\_\_\_.  
E. Job  
F. Job holder  
G. A & B  
H. None of above

