

SEAT No. \_\_\_\_\_

No. of printed pages: 01

[15]

SARDAR PATEL UNIVERSITY  
S.Y.BBA (ITM) (SEM-III) EXAMINATION (NC) 2021  
Thursday, 7<sup>th</sup> January, 2021  
10:00 a.m. to 12:00 p.m.  
Human Resource Management – I (UM03DBBI21)

TOTAL MARKS: 60

NOTE: 1) Attempt any FOUR.  
2) Figures to the right indicate full marks of the question.

- Q1 What is human resource planning? Discuss the objectives of human resource planning. (15)
- Q2 Write a note on: (15)  
1. Job Analysis  
2. Job Description
- Q3 What is selection? Describe the selection process with appropriate figure. (15)
- Q4 Discuss in detail the various techniques under Off-the-Job training. (15)
- Q5 What is Transfer? Explain the types of transfer. (15)
- Q6 Explain the causes of Demotion and Absenteeism. (15)
- Q7 Clarify the concept of compensation and explain the types of wages. (15)
- Q8 Write a note on following methods of performance appraisal: (15)  
1. Paired Comparison  
2. 360 Degree Method

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