

SEAT No. _____

No. of Printed Pages: 01

[A43]

SARDAR PATEL UNIVERSITY
BBA LLB (Hon) Examination, VIIIth –Semester
2017
Monday, 3rd April
2:00 P.M. To 4:00 P.M.
UL08CBBH01: Personal Management

Total Marks: 50

Instructions:

- ❖ All the questions are mandatory.
- ❖ Each question carries certain marks. The mark for each question is stated at the right end of the question.
- ❖ Read the instructions very carefully. Also read the questions carefully before attempting to answer the questions.

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- Q-1 Responsibility of **personal specialist**. Explain with the diagram. 13
- OR
- Q-1 Explain **managerial and operative functions of personal management** in detail. 13
- Q-2 What is grievance? Explain the different **causes of grievances and needs for a grievance procedure**. 12
- OR
- Q-2 (A) Elaborate discipline and explain **types of discipline**. 6
- Q-2 (B) Write a note on **procedure for disciplinary action**. 6
- Q-3 Write a Short Note (**ANY TWO**) 12
- A. Categories of sexual harassment.
- B. Factors affecting sexual harassment.
- C. Career planning and management.
- D. Career planning process.
- Q-4 What is international HRM? Explain **need for cultural training** in detail. 13
- OR
- Q-4 What do you mean by globalization and explain the different **challenges of globalization** in detail. 13