

1056  
M.E.F.B  
Fourth Semester  
FB-403: Business Management – IV (Personnel)

Time allowed: 3 Hours

Max. Marks: 80

**NOTE:** Attempt five questions in all, selecting atleast one question from each Unit.

x-x-x

**UNIT – I**

- I. What do you mean by personnel management? What are the functions and operations of a personnel office? (16)
- II. What do you mean by manpower planning? Explain the process and significance of manpower planning. (16)
- III. Distinguish between training and development? What are the different methods of training? How would you select an appropriate method of training? (16)

**UNIT – II**

- IV. What are the objectives of performance appraisal? Explain the different method of performance appraisal. (16)
- V. What do you mean by compensation management? Examine the feature of an effective compensation management. (16)
- VI. What do you mean by job enrichment? What are the objectives of job enrichment? What are the precautions to be exercised in job enrichment? (16)

**UNIT – III**

- VII. What do you mean by industrial relations? Examine the regulatory framework for industrial relations in India? (16)
- VIII. How would you distinguish between dismissal and retrenchment? What are the legal provisions governing retrenchment? (16)

**UNIT – IV**

- IX. What do you mean by collective bargaining? Examine the process and significance of collective bargaining. (16)
- X. What are the objectives of workers' participation in amazement? Examine its relevance to family business. (16)

x-x-x