

2071

Bachelor of Business Administration
Fourth Semester
BBA-224: Human Resource Management

Time allowed: 3 Hours

Max. Marks: 80

NOTE: Attempt four short answer type questions from Section–A. Attempt two questions each from Section B and C respectively.

x-x-x

Section – A

- I. Attempt any four of the following:-
- Define Selection.
 - What do you mean by Job Enrichment?
 - Distinguish between training and development.
 - Define Human Resource Audit.
 - Enumerate the functions of HR Department.
 - What do you understand by Human Resource Information System (HRIS)? (4x5)

Section - B

- II. Explain various challenges of Human Resource Management which are faced by modern HR managers. (15)
- III. Define Human Resource Planning (HRP). What are its various sequences and requisites for successful HRP? How far has it been adopted by Indian organisations? (15)
- IV. Discuss the basis of promotion. What should be the elements in a sound promotion policy? (15)
- V. Define Recruitment. Explain the various sources of Recruitment. (15)

Section - C

- VI. What is Human Resource Information System (HRIS)? What activities does it help organizations perform? (15)

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(2)

- VII. Explain in detail HRM and its environment. (15)
- VIII. What is HR Records? Describe nature, objectives and significance of maintaining HR records. (15)
- IX. What is Human Resource Audit? Explain need, process and types of human resource audit. (15)

x-x-x