

FACULTY OF MANAGEMENT**BBA III – Semester (CBCS) Examination, November /****December 2019 Subject: Human Resource management****Course No. BB – 305****Time: 3 Hours****Max. Marks: 80****Note: Answer all the questions.****PART – A (5x4 = 20 Marks)****[Short Answer Type]**

1 Answer any five of the following in not exceeding 20 lines.

- a) Scope of HRM
- b) Managerial functions of HRM
- c) Job Specification
- d) Job Enlargement
- e) Placement
- f) Retraining
- g) Industrial Disputes
- h) Organization Climate.

PART – B (5x12 = 60 Marks)**[Essay Answer Type]****Note: Answer all the questions using the internal choice.**

2 a) Discuss the operative functions of Human Resource Manager.

OR

b) What is the Impact of Globalization on HR Policy and Practice? Explain.

3 a) What is HRP? Write the steps in HRP.

OR

b) Briefly explain recruitment and process of selection.

4 a) Why the training is essential in organizations? Explain.

OR

b) Explain the role and significance of career planning.

5 a) What is the importance of harmonial industrial relations in an organization? Discuss.

OR

b) What is a Standing Order? Explain the role and contents of Standing Order.

6 a) What is Organization Culture? Discuss its components.

OR

b) What are the determinants of quality of work life? Explain.
