

Roll No.

Total No. of Pages : 02

Total No. of Questions : 07

**BBA (Sem.-2)**  
**HUMAN RESOURCE MANAGEMENT**  
Subject Code : BB-204  
Paper ID : [C0210]

Time : 3 Hrs.

Max. Marks : 60

**INSTRUCTIONS TO CANDIDATES :**

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B contains SIX questions carrying TEN marks each and students have to attempt any FOUR questions.

**SECTION-A**

**Q1. Answer briefly :**

- a. Discuss the importance of HRM.
- b. Define Job Analysis.
- c. What do you mean by Selection?
- d. Define Employee Empowerment.
- e. Distinguish between HRD and HRM.
- f. Explain the difference between Recruitment and Selection.
- g. Define Team.
- h. What do you mean by Incentive?
- i. What is Career Planning?
- j. What is Job Specification?

**SECTION-B**

- Q2. Discuss the factors influencing the role, responsibilities, and structure of HR Function.
- Q3. *“Job Rotation, Job Enlargement and Job Enrichment are simply attempt by managers to avoid individuals at work”*. Comment.
- Q4. What is Recruitment? Describe the procedure of recruitment.
- Q5. Define training need identification. Bring out the importance of training need identification.
- Q6. Discuss the traditional and modern methods of Performance Appraisal.
- Q7. What is meant by Wage and Salary Administration? What are the principles of Wage Administration?

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