

(6 pages)

Reg. No. : \_\_\_\_\_

Code No. : 30217 E Sub. Code : SMBA 63

B.B.A. (CBCS) DEGREE EXAMINATION, APRIL, 2023.

Sixth Semester

Business Administration – Core

HUMAN RESOURCE MANAGEMENT

(For those who joined in July 2017–2019)

Time : Three hours

Maximum : 75 marks

PART A — (10 × 1 = 10 marks)

Answer ALL questions.

Choose the correct answer :

1. HRM is \_\_\_\_\_.  
(a) A line function  
(b) A Staff function  
(c) Accounting function  
(d) All of the above
6. \_\_\_\_\_ is a selection test to judge the coordination between hands and eye  
(a) Personality test  
(b) Intelligence Test  
(c) Psycho motor test  
(d) None of the above
7. Performance appraisal is conducted for \_\_\_\_\_  
(a) Manager (b) Employees  
(c) Executives (d) Subordinates
8. The promotion criteria is always based on \_\_\_\_\_  
(a) Merit (b) Merit and seniority  
(c) Seniority (d) Recommendations
9. The word workers participation in management means \_\_\_\_\_.  
(a) Sharing the decision making powers  
(b) Sharing the decision making with lower results of the employees  
(c) Sharing the day to day working with higher ranks of persons  
(d) Sharing the financial decision making powers with representative of workers

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2. HRM objectives are categorized as \_\_\_\_\_  
(a) Organisational and social objectives  
(b) Functional objectives  
(c) Personal objectives  
(d) All of the above
3. Human Resource planning is compulsory for \_\_\_\_\_  
(a) effective employee development programme  
(b) base for recruitment  
(c) base for selection policy  
(d) all of these
4. \_\_\_\_\_ is a formal and detailed study of jobs.  
(a) Job enrichment  
(b) Job evaluation  
(c) Job classification  
(d) Job analysis
5. The following type of recruitment process is said to be a costly affair.  
(a) Internal recruitment  
(b) External recruitment  
(c) Cost remains same for both types  
(d) None of these

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10. Grievance redressal, discipline, collective bargaining are \_\_\_\_\_ of HRM  
(a) Integration function  
(b) Procurement function  
(c) Development function  
(d) Behavioural function

PART B — (5 × 5 = 25 marks)

Answer ALL questions, choosing either (a) or (b).

Each answer should not exceed 250 words.

11. (a) Describe the managerial functions of HRM.  
Or  
(b) State the operative functions of HRM.
12. (a) What is the need of human resource planning?  
Or  
(b) List out the importance of job analysis.
13. (a) What are the internal source of recruitment?  
Or  
(b) Describe the importance of training.

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14. (a) List out the purpose of promotion.

Or

(b) Describe the types of transfer.

15. (a) What are the forms of workers participation?

Or

(b) What are the steps in disciplinary action procedure?

PART C — (5 × 8 = 40 marks)

Answer ALL questions choosing either (a) or (b).

Each answer should not exceed 600 words.

16. (a) Elaborate the objective and characteristics of Human Resource Management.

Or

(b) Explain the principles of HRM.

17. (a) Explain the factors affecting of human resource planning.

Or

(b) Narrate the steps in process of human resource planning.

18. (a) Explain the types of training methods.

Or

(b) Explain the steps involved in selection process.

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19. (a) Explain the methods of performance appraisal.

Or

(b) Discuss the promotion criteria.

20. (a) Elaborate the causes of industrial relations.

Or

(b) Discuss the steps in grievance handling procedure.

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