Dr. Babasaheb Ambedkar Open University
Term end Examination July - 2016

Course	**: BBAHT**		
Subject Code	**: BBAHT - 305**	**Max. Marks**	**: 70**
Subject Name	**: Human Resource Management**	**Duration**	**: 03 hours**
Date	**:**	**Time**	**:**

SAMPLE QUESTION PAPER

Section A

Answer the following (any three) **(30)**

1. Define Human Resource Management. Difference between Human Resource Management and Personnel Management.

2. Explain the process of Human Resource Planning in detail.

3. Write down Internal and External sources of recruitment in detail.

4. List the factors related to the type of compensation and write down the type of compensation in detail.

5. Define performance Appraisal. Explain the process of Performance Appraisal.

Section B

Answer the following (any four) **(20)**

1. Explain the functions of Human Resource Management.

2. Objectives and Importance of HR planning.

3. Write down components of compensation system.

4. What are the objectives of fringe benefits?

5. Write a short note on compensation process.

6. Explain the concept of selection in Yoder's view.

Section C

A. Choose the correct answer **(10)**

1.The manager needs to understand the importance of good managerial practices and ways to make the best use of_____.

(a) Money (b) Machinery (c) People (d) Time.

2. While Personnel management is _____ , Human Resource Management is _____

(a) Proactive, Reactive (b) Proactive, Recent (c) Reactive, Proactive (d) Reactive, Programmed.

3. _____ Programs not only improve quantity but also quality in terms of the skilled manpower.

(a) Cost Minimization (b) HR Planning

(c) Recruitment (d) Training

4. Location of job, roles to be performed are mentioned in the_____

(a) Job Specification (b) Job Analysis

(c) HR Planning (d) Job Description

5. Time Series is a _____ forecasting technique.

(a) Supply (b) Qualitative (c) Quantitative (d) None of these.

6. Traditional _____ are based on past patterns of actual movement by employees.

(a) Career Graphs (b) Career Management

(c) Career Paths (d) None of these

7. Judgment tests are also known as _____ tests.

(a) Aptitude tests (b) Problem Solving (c) Achievement (d) Psychological

8. In the _____ sector, the compulsory retirement age is imposed by legislation.

(a) Public (b) Private (c) Both a & b (d) None of these

9. Questionnaire, Interview, Self diaries are techniques of _____

(a) Job evaluation (b) Training evaluation (c) Selection (d) Appointment

10. _____ Surveys do not have any time intervals

(a) Standard (b) Report (c) Customs (d) None of these

B. Complete acronyms / True or False / Fill in the blanks (10)

1. Human resource manager do not manufacture or sell goods. (True/False)
2. Personnel Management is not involved in strategic management process. (True / False)
3. HR back office is responsible for being a single point of contact for the rest of organization. (True / False)

SAMPLE QUESTION PAPER

4. _____ organization have less number of hierarchies and communication is direct.
5. Job _____ serve as an important tool in the selection process and evaluation.
6. Traditional _____ and based on past patterns of actual movement by employees.
7. Deaths, illness, resignation give rise to _____ needs.
8. Compensation strategy is derived from the _____ strategy.
9. _____ & _____ are example of old age protection.
10. Graphology tests is based on an individual's _____

SAMPLE QUESTION PAPER