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

Course	**: BBAHT**		
Subject Code	**: BBAHT - 303**	**Max. Marks**	**: 70**
Subject Name	**: HRM in Hotels**	**Duration**	**: 03 hours**
Date	**:**	**Time**	**:**

Section A

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

1.Define HRM and features of HRM.

2. Discuss the importance of HRM

3. What is HR planning? Discuss the process of HR planning.

4.What is recruitment? What are different sources of recruitment?

5.What is selection and steps in selection procedure?

Section B

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

1.Discuss types of induction program.

2.Importance of training.

3.On the Job Training method

4.What are methods of Performance Appraisal?

5. What are characteristics of counseling?

6.What is the nature and characteristics of Motivation?

SAMPLE QUESTION PAPER

Section C

A. MCQ (2x5) **(10)**

Match the following

A	B
1. Acquisition Function	Job Objective
2. SAP HR	Securing and employing people
3. Job Summary	Human Capital Management for Business
4.Selection Procedure	Training
5.Apprenticeship	Employment Tests

B. Do as Directed (2x5) **(10)**

Discuss only the concepts

1. Off the job method

2.Weighted Checklist

3. Confidential Report

4.Directive Counseling

5.Incentive Motivation

SAMPLE QUESTION PAPER