

Roll No. ....

Total No. of Pages : 01

Total No. of Questions : 07

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

Time : 3 Hrs.

Max. Marks : 60

**INSTRUCTION TO CANDIDATES :**

1. SECTION-A is COMPULSORY.
2. Attempt any FOUR questions from SECTION-B.

**SECTION-A (10 × 2 = 20 Marks)**

1. Write short notes on :

- (a) Describe the new trends in Human Resource Management due to globalization
- (b) What do we mean by technological advancements?
- (c) Distinguish between job description and job specification.
- (d) Is interview an important criterion for selection of an employee? Why?
- (e) What are the reasons for a transfer of an employee?
- (f) What do we mean by induction?
- (g) What is employee development?
- (h) What is an incentive?
- (i) Define employee empowerment
- (j) What do we mean by job enlargement ?

**SECTION-B (4 × 10 = 40 Marks)**

2. Describe the human resource management scenario, its problems and prospects in India.
3. Describe the methods of collecting job analysis information.
4. Distinguish between job simplification and job enrichment. Which is a better method for enhancing employee retention?
5. Discuss how wages and salaries are administered to employees.
6. How do we identify training needs? Discuss the methods of training.
7. Explain the various appraisal methods of an employee.