Dr. Babasaheb Ambedkar Open University Term End Examination January – 2023

Course **BBAHT** Date 04-Feb-23 **Subject Code** BBAHT-305 (NEW) Time 09:30am to 11:45am **Subject Name Human Resource Management** Duration **02.15 Hours** Max. Marks 70 Section A **Answer the following (Attempt any three)** (30)1. Explain the human resource management situation in the Indian industry. 2. Discuss the process of human resource planning. 3. Discuss the sources of recruitment. 4. Explain the types of compensation. 5. Discuss the methods of performance appraisal. **Section B** Answer the following (Attempt any four) (20)1. Discuss the concept of HRM. 2. Write a note on job description. 3. Explain the training process. 4. Write a note on selection. 5. Write a note on motivation and fringe benefits. 6. Discuss the objectives of performance appraisal. Section C Part - A (Multiple Choice Questions) (10)is responsible for being a single point of the contact for the rest of the 1 organization. A HR Front Office HR Back Office \mathbf{C} HR Centre of excellence D **HR Front Line** 2 The HR Front Office employees must be able to recognize the real needs of the clients. Internal A В External **Important** International 3 Which of the following is not an element of Job specification? Mental Skills Experience **Oualifications** Job Summary A job description is usually developed by conducting a job_ 4 **Appraisal** Specification **Evaluation** \mathbf{C} **Analysis** D 5 Interpersonal skills include: A Computer knowledge Leadership Skills В \mathbf{C} Both B&C **Emotional Intelligence**

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6	is a combination of Ranking method and point rating method.			
	A Classification Method	В	Factor Comparison	
	C Simulation method	D	None of the above	
7	This is an adjustment of employees based on their skills competencies.			
	A Production Transfer	В	Remedial Transfer	
	C Penalty Transfer	D	None of the above	
8	This phase involves composition of a negotiation team.			
	A Discuss	В	Prepare	
	C Bargain	D	Settlement	
9	Questionnaire, Interview, Self diaries are techniques of			
	A Selection	В	Training Evaluation	
	C Appointment	D	Job Evaluation	
10	ensure that an organisation is ethically and socially responsible.			
	A Functional	В	Societal objectives	
	C Individual	D	Organizational	
	D . (D (D		(4.0)
		`	S Directed)	(10)
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1	State whether the following statement Training determines the worth of the	ents are t	true or false:	(10)
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2 3	State whether the following statemed Training determines the worth of the The ranking method is simple to use. Every person has different motivation	ents are t jobs in a	true or false: company relative to one another. rking.	(10)
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