

PARUL UNIVERSITY
FACULTY OF MANAGEMENT
BBA Winter 2021-22., Examination

Semester: 3
Subject Code: 06101202
Subject Name: Human Resource Management – I

Date: 23/09/2021
Time: 2.00 pm to 4.30 pm
Total Marks: 60

Instructions

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.
4. Start new question on new page.

Q.1 Do as Directed.**A). Multiple choice type questions/Fill in the blanks. (Each of 1 mark) (05)**

1. Which of the following factors state the importance of the Human Resource Planning?
 - a) Creating highly talented personnel
 - b) International strategies
 - c) Resistance to change and move
 - d) All of the above
2. How many stages does the recruitment process comprise of?
 - a) 2
 - b) 6
 - c) 9
 - d) 5
3. What is the main objective of the recruitment and selection process?
 - a) Recruit the right candidates
 - b) Meet the high labour turnover
 - c) To reduce the costs of recruiting
 - d) None of the above
4. Which of this is a step in training process?
 - a) KSA deficiency
 - b) Provide proper feedback
 - c) Obstacles in the system
 - d) Use of evaluation models
5. What is linked with performance appraisal?
 - a) Job Design
 - b) Development
 - c) Job analysis
 - d) None of the above

B). Define the following. (Each of 1 mark) (05)

1. job analysis
2. Job specification
3. career planning
4. promotion
5. selection

C). Direct questions. (Each of 1 mark) (05)

1. what is Delphi technique ?
2. What is the role of a recruiting assistant?
3. what is informal training?
4. What is education?
5. What is job rotation?

Q.2 Answer the following questions.**A). Explain importance of HRP in the organization? (07)****B). Describe the types of selection tests. (08)****Q.3 Answer the following questions.****A). What is the difference between training and development? (07)****B). Describe promotion and transfer. (08)****Q.4 Attempt any two questions. (Each of 7.5 mark) (15)**

1. Describe job analysis method
2. Describe the types of selection tests
3. What are the types of training?
4. What is performance appraisal? Explain methods of performance appraisal of employees?