

PARUL UNIVERSITY
FACULTY OF MANAGEMENT
BBA Summer 2017 - 18 Examination

Semester: 3

Subject Code: 06101202

Subject Name: Human Resource Management - 1

Date: 04/06/2018

Time: 02:00PM to 04:30PM

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. HRM is concerned with the _____ dimension in management.

a) Marketing	c) Production
b) People	d) Finance
2. _____ is concerned with developing a pool of candidates in line with the HRP.

a) Development	c) Recruitment
b) Training	d) Job Designing
3. A process of comparing employee's performance, in comparison to set standards is called _____.

a) Performance Appraisal	c) Training
b) Compensation	d) Counseling
4. Providing step by step training and enlisting job's basic tasks is _____.

a) Job Rotation	c) Job Instruction Training (JIT)
b) Off-the-job training	d) Committee Assignments
5. 360-degree feedback is also known as _____.

a) Multi-rater feedback	c) Single rater feedback
b) Individual feedback	d) Self feedback

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

1. Selection
2. Orientation
3. Job Analysis
4. Halo Effect
5. Voluntary Retirement Service (V. R. S.)

C). True or False (Each of 1 mark)**(05)**

1. Delphi Technique is one of the methods to forecast manpower demand in HRP.
2. Simulation training is one of the On-the-job training methods.
3. Dry promotion involves increase in pay, status and responsibilities of employees.
4. Selection refers to fitting the right person at the right place of work.
5. Panel Interview is also called as one to one interview.

Q.2 Answer the following questions.

A). Explain Personality Test, Graphology Test & Medical Test.

(07)

B). Explain Recruitment Process in detail.

(08)**Q.3 Answer the following questions.**

A). Define Performance Appraisal? Explain: 360-degree Appraisal and Graphic Rating Scale

(07)

B). Write Short Note on Types of Interview

(08)**Q.4 Attempt any two questions. (Each of 7.5 mark)****(15)**

1. Explain Layoff, Retrenchment and Dismissal in detail.
2. Explain Career Planning Process in detail.
3. Explain a) Job Rotation b) Job Enlargement c) Job Enrichment.
4. Define On-the-job training. Explain any 3 methods of On-the-job Training.