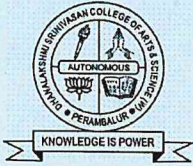


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**DHANALAKSHMI SRINIVASAN COLLEGE
OF ARTS & SCIENCE FOR WOMEN
(AUTONOMOUS)**



(For Candidates admitted from 2018-2019 onwards)

**UG DEGREE EXAMINATIONS APRIL – 2021
B.B.A – BUSINESS ADMINISTRATION
HUMAN RESOURCE MANAGEMENT**

Time: 3 Hrs

Max.Marks: 75

PART – A

CHOOSE THE CORRECT ANSWER.

(10*1=10)

1. "HRM is the planning, organising, directing and controlling of the procurement, development, compensation and separation of Human resource" said by
 - a) Glueck
 - b) Byars and Rue
 - c) Flippo
 - d) Boudreau
2. What are all the various factors affecting HR planning
 - a) Government policies
 - b) Technology
 - c) Job Analysis
 - d) All of the above
3. Which of the following is a method of collection of information for job analysis?
 - a) Questionnaire method
 - b) Ratio analysis
 - c) Optimisation models
 - d) Trend analysis
4. The content of job description involves.
 - a) Job title, condition of work
 - b) Educational qualification, skills
 - c) Both a and b
 - d) None of the above
5. Training method commonly used, for employee in banks is
 - a) On the job training
 - b) Classroom Training
 - c) Off the job training
 - d) Vestibule Training
6. Training evaluation is measured by –
 - a) Goal based / Goal free / Responsive
 - b) Systems / professional review / quasi-legal
 - c) Goal based / systems / responsive
 - d) Both a and b
7. Which of the following is considered the first wage incentive plan in modern industrial era?
 - a) Halsey plan
 - b) Taylor's differential piece-rate plan
 - c) Barth plan
 - d) Gantt Task plan
8. Explain the various types of fringe benefits
 - a) Hours of work
 - b) Paid Holidays
 - c) Shift Premium
 - d) All of the above

9. Industrial discipline ordinarily does not imply
- a) Observance of company's rules and regulations
 - b) Cooperating with management and co-workers
 - c) Active participation in union activities
 - d) Smooth discharge of duties and responsibilities
10. Advantages of grievances handling procedure –
- a) Management can know employees feelings
 - b) Employee gets grievances ventilated
 - c) Keeps a check on supervisor's attitude
 - e) All above

PART – B

ANSWER ALL THE QUESTIONS

(5*7=35)

11. a) Write the role of a Human Resource manager in detail.

(OR)

b) Briefly describe the various characteristics of HRM.

12. a) What are the various methods of selecting an employee?

(OR)

b) Explain in detail about the essential elements good performance appraisal.

13. a) What are all the various objectives Training?

(OR)

b) Briefly describe the various types of Transfer.

14. a) Discuss the important criteria for wage fixation

(OR)

b) What if Fringe benefits? Explain the needs of Fringe benefits.

15. a) Explain the various feature of Performance Appraisal.

(OR)

b) Describe the important steps to be followed for disciplinary procedure.

PART – C

ANSWER ANY THREE QUESTIONS.

(3*10=30)

16. Explain in detail about the important functions of HRM in an organisation.

17. Briefly describe the different sources of recruitment of an employee in an organisation

18. Describe the various methods of Training for an employee.

19. Enumerate the different types of individual incentive plan in detail.

20. Discuss the various methods of Performance Appraisal.