

**AC-109**  
**BBA-IV Sem. (Main & Re-Exam.)**  
**Examination, June-2023**  
**(Held in August 2023)**  
**C-404**  
**(Human Resource Management)**

*Time : Three Hours ]*

*[ Maximum Marks : 70*

*[ Minimum Marks : 28*

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**Note :** There will be **three** sections. Attempt **all** questions from Section-A (2×10) approx 20 words, attempt any **four** questions from Section-B (5×4) approx 100 words and attempt any **three** questions from Section-C (10×3) approx 500 words.

**Section-A**

1. Define Programs and Procedures.
2. What is Job Satisfaction?
3. Define Selection.
4. What is Orientation?
5. Define Development.
6. What is Job Enrichment?
7. What is meant by Compensation?
8. Explain the meaning of Quality of Work Life.
9. Define Collective Bargaining
10. Define Discipline

**P.T.O.**

## **Section-B**

1. Define the functions of HR department.
2. Explain how manpower requirement is estimated?
3. Discuss the various sources of recruitment.
4. Differentiate between On-the-job training and Off-the job-training.
5. Discuss the relationship between Compensation and Benefits.
6. Explain the objectives and Importance of Workers participation in management.
7. Discuss various welfare schemes.
8. Explain the grievance handling procedure.
9. Define meaning and importance of Collective bargaining.
10. Write short notes on:
  - (a) Remuneration
  - (b) Fringe Benefits

## **Section-C**

1. Explain with the help of examples Job Analysis, Job Description and Job Specification.
2. Selection is considered as Negative process while recruitment a positive process.
3. Define Performance Appraisal. Discuss the techniques used for performance appraisal.
4. Discuss in detail the types of Employee benefits.
5. Write notes on:
  - (a) Scope and Significance of Human Resource
  - (b) Objectives and needs for Fringe benefits