

(2 & 4) Seat No.: _____

No. of Printed Pages : 1

SARDAR PATEL UNIVERSITY

F Y BBA (Honours) (HM & T&TM) (3 Years) (NO)

Semester- I Examination

2017

Monday, 20th March.

2:00 P.M. to 4:00 P.M.

SUBJECT : Human Resource Management

UM01CBBH13/T13

Total Marks : 60

- Q-1** Define 'Human Resource Management'. Discuss managerial and operative (15)
functions of HRM.

OR

Q-1

- [A]** What do you mean by Human Resource Planning? Explain the process HRP. (09)

- [B]** Clarify the concepts of Job Analysis, Job Description and Job Specification. (06)

- Q-2** Define the term 'Recruitment' and 'Selection'. Describe the process of selection. (15)

OR

Q-2

- [A]** Explain the importance of Training. (08)

- [B]** Differentiate between Training and development. (07)

- Q-3** Clarify the concepts of 'Promotion', 'Transfer' and 'Demotion'. Discuss the (15)
purpose of promotion and transfer.

OR

Q-3

- [A]** Define 'Performance Appraisal'. Explain limitations of performance appraisal. (08)

- [B]** Discuss objectives of Job Evaluation. (07)

- Q-4** Write Short Notes (Any two) (15)

1. Functions of HRD manager
2. Need and importance of HRD
3. Dual Career Groups
4. Employees for lease
5. Recent Trends in HRM