

DC-127

onlineBU.com

B. B. A. (Third Semester) EXAMINATION, 2012-13**PERSONNEL MANAGEMENT**

(B-112)

*Time : Three Hours**Maximum Marks : 35***Section - A****1 each****(Objective Type Questions)****Note : Attempt any five questions.**

1. Which of the following is a form of Industrial disputes ?
 - (a) Strikes
 - (b) Lockouts
 - (c) Gheraos
 - (d) All of the above
2. A scheme known as employees participation in management was formulated in :
 - (a) 1975
 - (b) 1980
 - (c) 1983
 - (d) 1985
3. In India, wages are determined through :
 - (a) Collective bargaining
 - (b) Pay commissions
 - (c) Wage boards
 - (d) All of the above
4. Which of the following has been the most stable ?
 - (a) Basic wage
 - (b) Dearness allowance
 - (c) Annual bonus
 - (d) Travelling allowance
5. Golden Handshake is a name for :
 - (a) Retrenchment
 - (b) Voluntary retirement scheme
 - (c) Layoffs
 - (d) Transfers
6. Process of studying and collecting information about a job is known as :
 - (a) HRP
 - (b) Job design
 - (c) Job analysis
 - (d) Job evaluation
7. Induction means :
 - (a) Recruitment
 - (b) Selection
 - (c) Orientation
 - (d) Placement

[3]

Section – B

(Short Answer Type Questions)

Note : Attempt any *three* questions. Each question carries 3 marks.

1. What function does a human resource department normally perform ?
2. Define Recruitment. Discuss the methods and techniques of recruitment.
3. Discuss the relationship among job analysis, job description and job specification.
4. Distinguish between training and development. Discuss the various methods of training.
5. Define industrial dispute. What are the important causes of industrial disputes in India ?

Section – C

(Long Answer Type Questions)

Note : Attempt any *three* questions. Each question carries 7 marks.

1. What do you understand by performance appraisal ? Discuss the method used for performance appraisal.
2. Discuss the advantage of job evaluation. Does job evaluation have any limitations ? What are these ?
3. Why do EDPs fail in meeting their objectives ? Give suggestions how to make the EDPs successful ?

[4]

4. Discuss the major causes of industrial disputes in India and explain the machinery available for resolving them under the Industrial Dispute Act, 1947.
5. You are a human resource manager and your organisation has asked you to organise an executive development programme. What steps will you take to organise it ?

onlineBU.com