



Seat No. : \_\_\_\_\_

**TO-113**  
**B.B.A. (Sem.-III)**  
**May-2013**

**CC 203 : Basic Human Resource Management**

**Time : 3 Hours]**

**[Max. Marks : 70**

- Instructions :** (1) Attempt all **five** questions.  
(2) Figures to the right indicates marks.

1. (a) Define 'Human Resource Management'. Discuss its scope. 7  
**OR**  
Discuss factors affecting Job Analysis.
- (b) Explain demand forecasting methods of H.R. Planning. 7  
**OR**  
Explain H.R. Supply forecasting methods.
2. (a) Explain recruitment sources. 7  
**OR**  
Discuss types of selection interview.
- (b) Define selection. Discuss any three selection tests. 7  
**OR**  
Write a note on :  
"Requisites of an effective orientation programme."
3. (a) Discuss job Enlargement and Job Enrichment. 7  
**OR**  
Explain Transaction Analysis and Committee Assignment as methods of Executive Development.
- (b) Discuss various career stages. 7  
**OR**  
Write a note on :  
"Need for training and executive development".
4. (a) Discuss different types of separation. 7  
**OR**  
Discuss 360° Performance appraisal and M.B.O.

(b) Discuss seniority and merit as a basis of promotion.

7

**OR**

Explain Rating Errors and ways to overcome them.

5. Do as directed :

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(1) State the Managerial functions of HRM.

(2) \_\_\_\_\_ method of demand forecasting is based on knowledge and experience of the Managers.

(3) HR supply forecasting covers \_\_\_\_\_.

- internal supply analysis
- use of supply forecasting techniques
- external sources of supply
- all of these

(4) Define Job designing.

(5) State the out come of selection process.

(6) A structured interview is where few questions are pre-planned and few unplanned questions. (State whether True or False)

(7) Define Promotion.

(8) Transfer entails increase in responsibility along with authority. (True or False)

(9) State the career stages of an individual.

(10) Explain “Status effect” as an error in performance appraisal.

(11) “Seniority is more appropriate base of promotion.” (True or false)

(12) Explain ‘Career Planning’.

(13) The main objective of Job Evaluation is to establish a proper \_\_\_\_\_.

(14) A selection test which gives you same result every time it is repeated is a valid test. (State whether True/false)

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