



K25U 0918

Reg. No. :

Name :

**IV Semester B.B.A./B.B.A.(RTM)/B.B.A.(AAM)/B.B.A.(HA) Degree (C.B.C.S.S. – O.B.E. – Regular/Supplementary/Improvement) Examination, April 2025
(2019 to 2023 Admissions)**

Core Course

**4B06BBA/BBA(RTM)/BBA(AAM)/BBA(HA) : HUMAN RESOURCE
MANAGEMENT**

Time : 3 Hours

Max. Marks : 40

SECTION – A

Answer the **six** questions. **Each** question carries **1** mark.

1. Define HRM.
2. What is recruitment ?
3. What do you mean by the term HRD ?
4. What do you mean by the term Time Rate System ?
5. What do you mean by the term Grievance Redressal ?
6. What is Job Enrichment ?

(6×1=6)

SECTION – B

Answer **any six** questions. **Each** question carries **2** marks.

7. "HRM adds value to organisation". How ?
8. What are the benefits of HR planning ?
9. What are the benefits of Training ?
10. What are the causes of Absenteeism ?

P.T.O.



11. What are the contents of Job Specification ?

12. Differentiate Promotion and Demotion.

13. What is Job Enlargement ?

14. What are the causes of Grievances ?

(6×2=12)

SECTION – C

Answer **any four** questions. **Each** question carries **3** marks.

15. Explain the duties and responsibilities of HR managers.

16. What are the sources of recruitment ?

17. Write the process of Training.

18. What do you mean by the term performance appraisal and write its objectives and methods ?

19. What is the importance of absenteeism ? What are the measures to control absenteeism ?

20. Differentiate between Induction and Orientation programme.

(4×3=12)

SECTION – D

Answer **any two** questions. **Each** question carries **5** marks.

21. What do you mean by the term selection and what are the steps in the selection process ?

22. What do you mean by the term Wage system ? Explain it with time rate and piece rate system.

23. What do you mean by the term transfer ? Briefly explain its types.

24. What are the methods of Job Analysis ? Detail.

(2×5=10)
