

**Punjab Technical University**  
**BBA Examination 2006-2007**

**BBA (304) (Old) (Semester. - 3<sup>rd</sup>) HUMAN RESOURCE MANAGEMENT 2007**

**Time : 03 Hours Maximum Marks : 75**

**Instruction to Candidates:**

- 1) Section - A is Compulsory.**
- 2) Attempt any Nine questions from Section - B.**

**Section – A - (15 × 2 = 30)**

Q1)

- a) “Management of men is a difficult job” Why?
- b) Define HRM.
- c) Objectives of Human Resource Planning.
- d) Differentiate between Job Description and Job Specification.
- e) Contents of Job Analysis.
- f) Types of Wages.
- g) Career development stages.
- h) Sources of Recruitment.
- i) Induction Vs. Placement.
- j) Fringe benefits.
- k) Define “Team”.
- l) Job Satisfaction.
- m) Essentials of collective bargaining.
- n) What is an Industrial Accident?
- o) Provident fund.

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**Section – B - (9 × 5 = 45)**

- Q2) Discuss the Nature of HRM.
- Q3) Define Planning? List out the Objectives of Human Resource Planning.
- Q4) What are the Operative Functions of HRM.
- Q5) Write notes on the Significance of Human Resource Planning.
- Q6) Distinguish between Recruitment and Selection. What are direct Methods of recruitment.
- Q7) Critically examine the various incentive Schemes.
- Q8) Define “Career planning”? Discuss the methods of Career development.
- Q9) What is Performance evaluation? Briefly Discuss the traditional methods of Performance Appraisal.
- Q10) Discuss the Concept and nature of employee morale. How it can be measured?
- Q11) What Social Security measures the Government of India has initiated? Discuss any two of them.
- Q12) Examine the legal Provisions regarding health of workers in factories.
- Q13) Write explanatory notes on Quality of Work Life and Quality Circles.

