



## BRAINWARE UNIVERSITY

Term End Examination 2023

Programme – BBA-2019/BBA-2020/BBA-2021

Course Name – Human Resource Management

Course Code - BBAC402

( Semester IV )

Library  
Brainware University  
398, Ramkrishnapur Road, Barasat  
Kolkata, West Bengal-700125

Full Marks : 60

Time : 2:30 Hours

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable.]

### Group-A

(Multiple Choice Type Question)

1 x 15=15

1. Choose the correct alternative from the following :
  - (i) Write the right sequence that represents the initial as well as the final step incurred in the T&D program
    - a) Evaluating T&D program followed by implementing it.
    - b) Determining the need for the T&D program and then evaluating the T&D program.
    - c) Determining the need for the T&D program followed by designing the T&D program itself.
    - d) Designing the T&D program and then implementing it.
  - (ii) Delivering training is performed at which phase of the HRD process model? Select the right option.
    - a) need assessment
    - b) design and development
    - c) implementation
    - d) evaluation
  - (iii) While writing job description the major functions or activities are written in? Select the right option.
    - a) Job summary
    - b) Responsibilities and duties
    - c) Job identification
    - d) Both (b) and (c)
  - (iv) The recruitment and selection process aimed at right kind of people..... Select the right option.
    - a) At right place
    - b) At right time
    - c) To do right things
    - d) All of the above
  - (v) Which of the following is not a form of external source of recruitment? Select the right option.
    - a) Media advertisement
    - b) Internal advertisement
    - c) Employment agencies
    - d) Poachers
  - (vi) Select the right option: Series of positions that a person occupies throughout the life regarding job is classified as
    - a) organization planning
    - b) careers
    - c) career planning
    - d) learning plans

- (vii) Identify the function of the management process which includes selecting employees  
a) Organizing  
b) Planning  
c) Motivating  
d) Staffing
- (viii) Select the right option which describes HRM  
a) staff functions  
b) A line function  
c) A staff function line function and accounting function  
d) All of the above
- (ix) Identify the option which is not a managerial function of HRM?  
a) Planning  
b) Compensation  
c) Directing  
d) Organizing
- (x) A process that is used for identifying and developing internal people with the potential  
a) Highly talented personnel  
b) Investing in human resources  
c) Succession planning  
d) None of the above
- (xi) Identify the purpose of recruitment  
a) Make sure that there is match between cost and benefit  
b) Help increase the success rate of the selection process by reducing the number of visibly underqualified or over qualified job applicants  
c) Help the firm create more culturally diverse work - force  
d) None of the above
- (xii) The final process of a job analysis is the preparation of two statements namely. Write the right option.  
a) Job observation and Job description  
b) Job specification and observation  
c) Job description and Job specification  
d) None of the above
- (xiii) Which of the following is the correct order? Write the right option.  
a) Job analysis recruitment selection placement induction  
b) Job analysis selection recruitment placement induction  
c) Job analysis selection recruitment induction placement  
d) selection recruitment induction placement job analysis
- (xiv) Write the test that is used to judge the coordination between hands & eye.  
a) Personality test  
b) Intelligence Test  
c) Psycho motor test  
d) None of the above
- (xv) Write the right steps which the human resource professionals should follow.  
a) Workforce Analysis – Work load Analysis – Job Analysis  
b) Work load Analysis – Workforce Analysis – Job Analysis  
c) Job Analysis – Workforce Analysis – Work load Analysis  
d) none of the above

### Group-B

(Short Answer Type Questions)

3 x 5=15

2. Explain the role of diversity in HRM (3)  
3. Define performance appraisal (3)  
4. Explain briefly about the types of training (3)  
5. Write the role of recruitment in HRM (3)  
6. Explain the importance of motivation in HRD (3)

OR

Explain who HRM should opt for HRD audit. (3)

**Group-C**  
(Long Answer Type Questions)

5 x 6=30

7. Define career panning. (5)
8. How can workers' participation in management justify the efficient utilization of resources in organizations? (5)
9. How can workers' participation in management justify the reduction of industrial disputes and strikes in organizations? (5)
10. Explain how does financial and non financial reward differ (5)
11. Explain the various methods of employee retention (5)
12. How can organizations effectively analyze the effectiveness of their mentoring programs and ensure they are meeting the needs of both mentors and mentees? (5)

**OR**

Analyze the effectiveness of collective bargaining as a tool for resolving labor disputes and maintaining industrial peace in organizations: (5)

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