

BBA-503

HUMAN RESOURCE MANAGEMENT-II

Time Allotted: 3 Hours

Full Marks: 70

The questions are of equal value.

The figures in the margin indicate full marks.

Candidates are required to give their answers in their own words as far as practicable.

GROUP A

(Multiple Choice Type Questions)

1. Answer any *ten* questions. 10×1 = 10
- (i) Apprenticeship Act was passed in which year?
(A) 1951 (B) 1971
(C) 1961 (D) 1941
- (ii) Training Need Analysis is carried out at _____ level?
(A) person analysis (B) task analysis
(C) organizational analysis (D) all of these
- (iii) Total compensation is all forms of direct and indirect compensation paid or provided to the employee in recognition of employment status and performance. All of the following are forms of direct compensation except
(A) base pay (B) variable pay
(C) statutory benefits (D) stock benefits
- (iv) Which of the following is not related to Personality Development Programme?
(A) etiquette (B) body language
(C) communication skills (D) subject knowledge

- (v) Who among the following developed the concept of Managerial Grid?
(A) Robert Blake and Jane Mouton (B) Renesis Likert
(C) Tannenbaum and Schmidt (D) Kurt Lewin
- (vi) Apprenticeship training is designed after the Apprenticeship Act. In which year was the Act passed?
(A) 1951 (B) 1971 (C) 1961 (D) 1941
- (vii) Training Need Analysis is carried out at three levels. Which one of the following is not a level of Training Need Analysis?
(A) person analysis (B) task analysis
(C) organizational analysis (D) reaction analysis
- (viii) In which training, the need for training in basic skills is identified through assessment?
(A) literacy training (B) skills training
(C) refresher training (D) sensitivity training
- (ix) Out of the following which is not the objective of training?
(A) training is necessary to prepare existing employees for higher level jobs
(B) training is necessary to make employees mobile and versatile
(C) it is needed for employees to gain acceptance from peers
(D) it is necessary when a person stays in a particular job
- (x) Which training is used to change attitudes and behavior of trainees through group interactions?
(A) refresher training (B) skills training
(C) sensitivity training (D) diversity training
- (xi) Performance Appraisal is a primary HRM process that links employees and organizations and provides input for other processes through these means
(A) identification, measurement, management
(B) assessment, direction, development
(C) recruitment, selection, onboarding
(D) skill, effort, responsibility

GROUP B
(Short Answer Type Questions)

Answer any *three* questions.

3×5 = 15

2. The '360 degree' appraisal method collects feedback from whom, about whom? 5
3. What are the competitive challenges in Human Resource Management? 5
4. May a deceased employee remain on the payroll to exhaust the annual leave accrual? Discuss. 5
5. Design a training calendar for 1 week for workers of the production department of a manufacturing organization. 5
6. Compare Training and Development. 5

GROUP C
(Long Answer Type Questions)

Answer any *three* questions.

3×15 = 45

7. Suggest a training program/workshop for feedback skills? Which one is better—mentoring or coaching? How would you terminate an employee who is not performing? 6+4+5
8. What is career planning? What do you know about career anchors? Explain in brief the various career stages of career planning process. 2+5+8
9. What is competency mapping? Why is it becoming important in organizations today? Design a competency map for managerial levels of an organization. 2+3+10
10. What is Workers Education? What is the objective of Workers Education? Discuss some of the education schemes introduced in India. 2+3+10

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11. Write short notes on any *three* of the following:

3×5

- (a) Multi-skilling.
- (b) HR Audit.
- (c) Executive Development Programme.
- (d) Personality Development.
- (e) Human Capital.