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III Semester B.B.A. Degree Examination, March/April - 2021

**BUSINESS ADMINISTRATION**

**Human Resource Management**

**(CBCS Scheme Regular+Freshers)**

**Paper : 3.4**

**Time : 3 Hours**

**Maximum Marks : 70**

**Instructions to Candidates:**

Answer should be written completely in English only

**SECTION - A**

Answer any **Five** sub-questions of the following. Each sub-question carries **2** marks.

**(5×2=10)**

1. a) Define Personnel Management
- b) Differentiate between HRM and Personnel Management
- c) What is career planning?
- d) What do you mean by stress interview?
- e) What is selection?
- f) Define Minimum Wage.
- g) What do you mean by Compensation?

**SECTION - B**

Answer any **three** of the following. Each question carries **05** marks.

**(3×5=15)**

2. What are the duties and responsibilities of Human Resource Manager.
3. What is Human Resource Planning? Explain the benefits of Human Resource Planning.
4. State the benefits of selection tests.
5. What are the objectives of training?

**SECTION - C**

Answer any **three** of the following. Each question carries **15** marks.

**(3×15=45)**

6. Explain the processes of HRM.
  7. Define Recruitment. What are the various methods of Recruitment.
  8. Discuss the various methods of training the Employees.
  9. Explain the principles and techniques of wage fixation.
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