



**II Semester B.B.A. Examination, August/September 2023
(NEP)**

**BUSINESS ADMINISTRATION
Paper – 2.2 : Human Resource Management**

Time : 2½ Hours

Max. Marks : 60

Instruction : Answer should be written in **English** only.

SECTION – A

I. Answer **any 6** sub-questions. **Each** sub-question carries **two** marks. **(6×2=12)**

- 1) a) Define Recruitment.
- b) What is meant by promotion ?
- c) What is lay-off ?
- d) What do you mean by remuneration ?
- e) What is meant by preliminary interview ?
- f) What is monotony ?
- g) Give the meaning of incentive scheme.
- h) What is right sizing of workforce ?

SECTION – B

II. Answer **any 3** questions. **Each** question carries **four** marks. **(3×4=12)**

- 2) What is attrition ? Mention the types of attrition.
- 3) What are the objectives of training ?

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- 4) Discuss the importance of performance appraisal.
- 5) Mention the objectives of induction programme.
- 6) Explain the types of interviews.

SECTION – C

III. Answer any 3 questions. Each question carries twelve marks. (3×12=36)

- 7) Discuss the duties and responsibilities of HR Manager.
 - 8) Briefly explain the various sources of recruitment.
 - 9) Explain the various training methods.
 - 10) Explain the bases of promotion.
 - 11) Explain in brief the models of employee engagement.
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