



K25U 0918

Reg. No. : .....

Name : .....

IV Semester B.B.A./B.B.A.(RTM)/B.B.A.(AAM)/B.B.A.(HA) Degree (C.B.C.S.S. –  
O.B.E. – Regular/Supplementary/Improvement) Examination, April 2025  
(2019 to 2023 Admissions)

Core Course

4B06BBA/BBA(RTM)/BBA(AAM)/BBA(HA) : HUMAN RESOURCE  
MANAGEMENT

Time : 3 Hours

Max. Marks : 40

SECTION – A

Answer the **six** questions. **Each** question carries **1** mark.

1. Define HRM.
2. What is recruitment ?
3. What do you mean by the term HRD ?
4. What do you mean by the term Time Rate System ?
5. What do you mean by the term Grievance Redressal ?
6. What is Job Enrichment ?

(6×1=6)

SECTION – B

Answer **any six** questions. **Each** question carries **2** marks.

7. "HRM adds value to organisation". How ?
8. What are the benefits of HR planning ?
9. What are the benefits of Training ?
10. What are the causes of Absenteeism ?

P.T.O.

K25U 0918



11. What are the contents of Job Specification ?
12. Differentiate Promotion and Demotion.
13. What is Job Enlargement ?
14. What are the causes of Grievances ?

(6×2=12)

SECTION – C

Answer **any four** questions. **Each** question carries **3** marks.

15. Explain the duties and responsibilities of HR managers.
16. What are the sources of recruitment ?
17. Write the process of Training.
18. What do you mean by the term performance appraisal and write its objectives and methods ?
19. What is the importance of absenteeism ? What are the measures to control absenteeism ?
20. Differentiate between Induction and Orientation programme.

(4×3=12)

SECTION – D

Answer **any two** questions. **Each** question carries **5** marks.

21. What do you mean by the term selection and what are the steps in the selection process ?
22. What do you mean by the term Wage system ? Explain it with time rate and piece rate system.
23. What do you mean by the term transfer ? Briefly explain its types.
24. What are the methods of Job Analysis ? Detail.

(2×5=10)