



**LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034**

**B.B.A.DEGREE EXAMINATION –BUSINESS ADMINISTRATION**

**FIFTH SEMESTER – APRIL 2019**

**16UBU5MC03–HUMAN RESOURCE MANAGEMENT**

Date: 22-04-2019

Dept. No.

Max. : 100 Marks

Time: 09:00-12:00

**PART A**

**Answer ALL the questions (10X2=20 Marks)**

1. Define Human Resource Management.
2. State any two roles of an HR Manager.
3. What is Job Description?
4. Write a short note on Attrition Management.
5. What is Selection?
6. List out any four types of Medical Screening.
7. What is Succession Planning?
8. Give any two objectives of Performance Appraisal.
9. Write a short note on team Building.
10. What is Stress Management?

**PART B**

**Answer any FOUR questions (4X10=40 Marks)**

11. Explain the scope and objectives of Human Resource Management.
12. Write a note on Job Analysis and explain the process.
13. Explain the procedures involved in the Selection process.
14. Describe the different types of Testing.
15. Bring out the difference between Training and Development.
16. Explain employee Grievance procedure.
17. Enumerate the essential characteristics of effective Performance Appraisal.

**PART C**

**Answer any TWO questions (2X20=40 Marks)**

18. Explain the functions of Human Resources Management.
19. Discuss the stages in the process of Human Resources Planning.
20. Explain the sources of Recruitment with examples.
21. Describe the traditional and modern methods of Performance Appraisal.

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