



# LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

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

**THIRD SEMESTER – NOVEMBER 2022**

**UBU 3503 – HUMAN RESOURCE MANAGEMENT**

Date: 24-11-2022

Dept. No.

Max. : 100 Marks

Time: 09:00 AM - 12:00 NOON

## SECTION A

**Answer ALL the Questions**

**1. Define the following: (5 x 1 = 5 Marks)**

a)	Human Resource Planning.	K1	CO1
b)	Job Description.	K1	CO1
c)	Training.	K1	CO1
d)	Performance Appraisal.	K1	CO1
e)	Employee Grievances.	K1	CO1

**2. Fill in the blanks: (5 x 1 = 5 Marks)**

a)	Human resource planning is _____.	K1	CO1
b)	_____ it implies the shifting of an employee from one job to another without any change in the jobs.	K1	CO1
c)	Preparing the trainee for _____.	K1	CO1
d)	_____ involves appraisal of an employee by self, superior, subordinates and peers.	K1	CO1
e)	_____ it implies a sense of duty to observe the rules and regulations.	K1	CO1

**3. Match the following: (5 x 1 = 5 Marks)**

a)	HR Manager	- Feeling of Injustice	K2	CO1
b)	E-Learning	- Incentive	K2	CO1
c)	Halsey Plan	- Change Agent	K2	CO1
d)	Performance Appraisal	- Long trait learning	K2	CO1
e)	Grievance	- paired comparisons	K2	CO1

<b>4.</b>	<b>True or False:</b>	<b>(5 x 1 = 5 Marks)</b>	
a)	Managing people is the essence of being an administrator.	K2	CO1
b)	Recruitment it involves searching.	K2	CO1
c)	Executive development provides experimental learning.	K2	CO1
d)	MBO was developed by Peter Drucker.	K2	CO1
e)	Rowan plan is a modified form of Halsey Plan.	K2	CO1

**SECTION B**

**Answer any TWO of the following in 150 words (2 x 10 = 20 Marks)**

5	Classify the importance of Human Resource Management.	K3	CO2
6	Examine the different types of Psychological Tests.	K3	CO2
7	Explain the elements of Performance Appraisal.	K3	CO2
8	Sketch a model Grievance procedure.	K3	CO2

**SECTION C**

**Answer any TWO of the following in 150 words (2 x 10 = 20 Marks)**

9	Categorize the different types of teams.	K4	CO3
10	Classify the 3P's of Human Resource Management.	K4	CO3
11	Analyze the Factors affecting Recruitment.	K4	CO3
12	Devise the Factors influencing Executive Development.	K4	CO3

**SECTION D**

**Answer any ONE of the following in 250 words (1 x 20 = 20 Marks)**

13	Evaluate the Process of Human Resource Planning.	K5	CO4
14	Assess the sources of Recruitment.	K5	CO4

**SECTION E**

**Answer any ONE of the following in 250 words (1 x 20 = 20 Marks)**

15	Prepare the executive development methods of training.	K6	CO5
16	Formulate the causes and consequences of Stress.	K6	CO5

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