

B.B.A. (Part-II) Examination
PERSONNEL MANAGEMENT

Time : Three Hours]

[Maximum Marks : 80

Note :—(1) Attempt all **five** questions.

(2) All questions carry equal marks.

1. (a) Define personnel management. 4
- (b) Explain operative functions of personnel management. 4
- (c) Give the various types of organisation. 4
- (d) Explain the qualities of personnel manager. 4

OR

- (e) Give the significance of personnel management. 4
 - (f) Brief note on informal organisation. 4
 - (g) Discuss the subject matter of personnel management. 4
 - (h) Professionalisation of personnel management in India. 4
2. (a) Explain manpower planning with its objectives and significance. Also explain the qualitative and quantitative aspects of manpower planning. 16

OR

- (b) Explain the process of selection of employees which is generally followed in a large-scale business concern. 16
3. (a) Explain the importance of training of workers. 4
 - (b) Define performance appraisal with its objectives. 4
 - (c) Describe the meaning of promotion with its significance. 4
 - (d) Write short note on employee morale. 4

OR

- (e) Describe on-the-job methods of training. 4
- (f) What are the objectives of executive development programme ? 4
- (g) Kinds of transfer. 4
- (h) Give the importance of motivation in the organisation. 4
- 4. (a) Explain and evaluate various systems of wage payments. 16

OR

- (b) Describe Halsey premium plan and Taylor's differential piece rate system, Emerson's efficiency plan and Gantt Bonus plan. 16
- 5. (a) Explain the objectives of industrial relation. 4
- (b) Give some suggestions for industrial disputes. 4
- (c) Explain the various types of employee welfare. 4
- (d) Give the advantages and disadvantages of Trade Union. 4

OR

- (e) Explain industrial discipline. 4
- (f) Explain the causes of industrial disputes. 4
- (g) Define collective bargaining. 4
- (h) Explain in brief workers participation in management. 4