

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. Discuss the scope and significance of Personnel Management. 16

OR

- (b) Which are the different qualities of Personnel Manager ? State the role of Personnel Manager in the Industry. 16

2. (a) Explain quantitative aspects of Manpower planning. 4
(b) Distinguish between recruitment and selection. 4
(c) Discuss various types of interviews. 4
(d) Explain the objectives of induction. 4

OR

- (e) Explain qualitative aspects of Manpower planning. 4
(f) Explain objectives of Manpower planning. 4
(g) Write a note on recruitment. 4
(h) Explain the role of placement in industry. 4

3. (a) Explain any two methods of Manpower training. 4
(b) What is the need of 'executive development programmes' ? 4
(c) Discuss the process of counselling. 4
(d) What is the criteria for demotion and transfer ? 4

OR

- (e) Explain the relationship between motivation and productivity. 4
(f) Discuss any two methods of performance appraisal. 4
(g) What do you mean by 'employee morale' ? 4
(h) What is meant by executive stress ? 4

4. (a) Explain in detail 'employee remuneration'. Which are different methods of wage plans ? 16

OR

(b) What is meant by profit sharing ? What is the criteria for compensation package ? 16

5. (a) Discuss the scope of industrial relations. 4

(b) What are the causes of industrial unrest ? 4

(c) What are the steps to prevent the industrial disputes ? 4

(d) What is the significance of workers participation in management ? 4

OR

(e) Explain the significance of industrial relations. 4

(f) Explain the concept of industrial discipline. 4

(g) Discuss the role of Trade Union. 4

(h) What is meant by 'Collective bargaining' ? 4