

Roll No.....

Total No. of Printed Pages: 1

Total No. of Questions: [09]

BCA (Semester – 4th)
PERSONNEL & INDUSTRIAL MANAGEMENT
Subject Code: BBAD0F92
Paper ID: [OE1160103]

Time: 03 Hours

Maximum Marks: 60

Instruction for candidates:

1. Section A is compulsory. It consists of 10 parts of two marks each.
2. Section B consist of 5 questions of 5 marks each. The student has to attempt any 4 questions out of it.
3. Section C consist of 3 questions of 10 marks each. The student has to attempt any 2 questions.

Section – A

(2 marks each)

Q1. Attempt the following:

- a. Difference between HRM and HRD.
- b. What is job analysis?
- c. Define induction
- d. Explain different types of promotions.
- e. Enumerate various types of incentive schemes for employees
- f. Define fringe benefits. Discuss different types of fringe benefits.
- g. What is collective bargaining? Why it is important?
- h. Discuss various levels of employee participation.
- i. Define quality circle.
- j. Outline the procedure of grievance handling.

Section – B

(5 marks each)

- Q2. Define human resource planning. Outline the process of human resource planning.
- Q3. What do you mean by Industrial Relations? Discuss its importance.
- Q4. What is recruitment? Explain various sources of recruitment.
- Q5. Discuss different methods of employee training.
- Q6. Define compensation management. Enumerate various elements of employee compensation.

Section – C

(10 marks each)

- Q7. What do you mean by Human Resource Management? Discuss the scope and functions of HRM.
- Q8. Define Selection. Explain the process of selection with the help of examples.
- Q9. What is performance appraisal? Briefly discuss various methods of performance appraisal with their advantages and limitations.