

**SRR & CVR GOVT. DEGREE COLLEGE (AUTONOMOUS)  
VIJAYAWADA**

Semester: III  
Subject: HUMAN RESOURCE MANAGEMENT

Class: II BBA

**Chapter – I**

**Short Answers:**

1. Evolution of HRM
2. Personnel Management
3. Scope of HRM
4. Characteristics of HRM

**Essay Questions:**

1. What are the objectives of HRM?
2. Describe the scope of Human Resource Management.
3. Explain the importance of HRM
4. Differentiate between Personnel Management and Human Resource Management.
5. Evolution of HRM

**Chapter – II**

**Short Answers:**

1. Human resource planning
2. Objectives of HRP
3. Need of HRP
4. Problems of HRP
5. Job analysis
6. Job description
7. Job specification

**Essay Questions:**

1. Write about the process of HRP.
2. What are the problems of HRP?
3. What are the benefits of HRP?
4. What are the objectives of HRP?
5. What is job analysis? Explain its uses.
6. Write down the process of job analysis.

**Chapter – III**

**Short Answers:**

1. Recruitment
2. Selection
3. Placement
4. Induction
5. Types of transfer
6. Promotion policy

**Essay Questions:**

1. Explain the process of Recruitment.
2. What are the different sources of Recruitment?

3. What are the steps in the process of Selection?
4. Explain different types of Tests.
5. Explain different types of Interviews.

### **Chapter – IV**

#### **Short Answers:**

1. Need for training
2. Career Planning
3. Evaluation of training effectiveness
4. Executive development
5. Essentials of Job evaluation
6. Importance of Performance Appraisal
7. Compensation Management

#### **Essay Questions:**

1. Explain the importance of training.
2. What are the various methods of training programme
3. How to design a training programme?
4. Explain the process of Executive development.
5. What are the techniques of executive development?
6. Write down the process of career planning.
7. What are the methods of Job evaluation
8. Write down the process of Performance Appraisal.
9. What are the methods of Performance appraisal?
10. Differentiate between Job evaluation Vs. Performance appraisal
11. What are the objectives and components of compensation

### **Chapter – V**

#### **Short Answers:**

1. International business
2. Quality work life
3. Internatioinal human resource management

#### **Essay Questions:**

1. What are the perspectives of International HRM?
2. Explain the practices in International HRM
3. What are the types of international business?

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