

MID-WESTERN UNIVERSITY  
FACULTY OF MANAGEMENT  
FINAL EXAMINATION: 2075  
BACHELOR OF BUSINESS STUDIES (BBS)  
SEMESTER - IV

Subject: Human Resource Management  
Full Marks: 100

Course Code: MGMT 342  
Time: 3:00 Hours

*You are required to answer in your own words as far as applicable. Figures in the margins indicate full marks.*

**SECTION A: VERY SHORT ANSWER QUESTIONS (10 X 2 = 20 MARKS)**

Answer **ALL** questions.

- Q1. Write down the sources of recruitment.
- Q2. What is career development?
- Q3. List out the actors of labor relation.
- Q4. Write any four causes of employee grievances.
- Q5. List any four advantages of socialization.
- Q6. What is validity in selection process?
- Q7. List out any four factors that affect job satisfaction.
- Q8. Write any four methods of establishing employee compensation.
- Q9. Write the differences between personnel management and human resource management.
- Q10. What is Quality of Work Life (QWL)?

**SECTION B: SHORT ANSWER QUESTIONS (6 X 8 = 48 MARKS)**

Answer any **SIX** questions.

- Q11. Explain the emerging challenges of human resource management. (8)
- Q12. What is employee training? Explain on-the job methods of employee training. (2+6)
- Q13. Discuss about the employee health and safety conditions in Nepalese organization. (8)
- Q14. What is employee discipline? Explain the disciplinary action in administering discipline. (3+5)
- Q15. What do you mean by job design? Discuss any two methods of job design. (3+5)
- Q16. What is performance appraisal? Explain the objectives of performance appraisal. (3+5)
- Q17. What is job analysis? Write the differences between job specification and job description. (2+6)
- Q18. How does stress affect employee performance? Discuss the various ways of managing stress in an organization. (3+5)

**SECTION C: LONG ANSWER QUESTIONS (2 X 16 = 32 MARKS)**

Answer any **TWO** questions.

- Q19. Define human resource management. Explain the objective and functions of human resource management. (4+6+6)
- Q20. "Selection is the process of choosing the best individuals from those available applicants, who are most likely to perform successfully in job". In the line of the given statement, discuss the selection process that would consider while selecting new employees. Also discuss the selection practices in Nepalese organization. (10+6)
- Q21. What is human resource planning? Explain the importance and process of human resource planning. (4+6+6)