

MID-WESTERN UNIVERSITY
EXAMINATIONS MANAGEMENT OFFICE
MAKE-UP EXAMINATION: 2076
BACHELOR OF BUSINESS STUDIES (BBS)
SEMESTER – IV

Subject: Human Resource Management
Full Marks: 100

Course Code: MGMT 342
Time: 3 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. Point out the factors that increases human productivity in workplace.
Q2. What is career development?
Q3. Write any five advantages of socialization.
Q4. What is reward management?
Q5. Write any two differences between personnel management and human resource management.
Q6. What is validity in selection process?
Q7. List out the major contents included in job description.
Q8. What is QWL?
Q9. Write any four methods of establishing employee compensation.
Q10. What is employee interview?

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

Answer any SIX questions.

- Q11. Discuss the human resource management practices in Nepal. (8)
Q12. What is performance appraisal? Explain the objectives of performance appraisal. (2+6)
Q13. What is human resource planning? Explain the process of human resource planning. (2+6)
Q14. What do you mean by job design? List the various methods of job design and explain any two of them. (2+6)
Q15. Explain the cause of employee grievance and the procedures to handle the employee grievance in an organization. (2+6)
Q16. What are the causes of employee indiscipline? Explain the disciplinary action. (2+6)
Q17. What is job analysis? Write the differences between job specification and job description. (2+6)
Q18. Explain the importance of labour relation in an organization. (8)

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

Answer any TWO questions.

- Q19. “Training is a program that helps employees learns specific knowledge or skills to improve performance in their current roles”. Give your argument on the statement and also discuss the different techniques or methods for the employee training in an organization. (6+10)
Q20. Define human resource management with its major functions. And also explain the emerging challenges of human resource management . (3+4+9)
Q21. Discuss the meaning and process of employee selection and also present the current practices of employee selection in Nepalese organizations. (4+6+6)

