



10/2/26

Avinashilingam Institute for Home Science and Higher Education for Women

Deemed to be University Estd. u/s 3 of UGC Act 1956, Category A by MHRD (now MoE)

Re-accredited with A++ Grade by NAAC. CGPA 3.65/4, Category I by UGC

Coimbatore - 641 043, Tamil Nadu, India

Continuous Internal Assessment Test I – February 2026

|| Semester

Class: I BBA

Major: Business Administration

Time: 2 hours

Maximum Marks: 60

25BBAC08 Human Resource Management

Course Outcomes:

At the end of the course, students will:

1. Analyze the process of job analysis and its importance as a foundation of human resource management practice.
2. Understand the Human resource planning.
3. Apply the policies and practice of the primary areas of human resource management, including staffing, training and compensation.
4. Understand the importance of career planning and succession planning.
5. Apply the policies and practice of the primary areas of human resource management, including staffing, training and compensation.

Part - A

6 x 1 = 6

Choose the Correct Answer

1. The "Human Relations" approach to management was a result of _____.
a. The Gilbert Studies
b. The Taylor Trials
c. The Hawthorne Studies
d. The Maslow Experiments
CO1 K1
2. The strategic part of Human Resource Management means
a. Hiring
b. Aligning HR policies with business goals
c. Managing the front desk
d. Organizing
CO1 K1
3. Human Resource Planning is also known as _____.
a. Financial Planning
b. Marketing Planning
c. Operators Planning
d. Manpower Planning
CO2 K1
4. Job description includes
a. Task List
b. Education, skills, experience required
c. Job title
d. Job title, duties, working conditions
CO2 K1
5. The process of finding and attracting capable applicants for employment is _____.
a. Walk-ins
b. Selection
c. Interview
d. Recruitment
CO3 K1
6. Which method a firm uses to publicize job openings on bulleting boards, electronic media and similar outlets?
a. Job posting
b. Newspaper Advertisement
c. Referrals
d. Employment exchange
CO3 K1

Part - B

3 x 6 = 18

Answer ALL Questions

Each answer should not exceed 400 words or two pages

7. a. Define HRM. List out its objectives and importance.
(or)
CO1 K2
7. b. Explain the role and status of HR manager in brief with examples.
CO1 K2
8. a. Discuss the importance of human resource planning.
(or)
CO2 K2
8. b. Distinguish between job description and job specification with examples.
CO2 K2
9. a. Explain briefly the factors affecting recruitment.
(or)
CO3 K2
9. b. List out the advantages and disadvantages of internal sources of recruitment.
CO3 K2

Part - C

3 x 12 = 36

Answer ALL questions

Each answer should not exceed 800 words or four pages

10. a. Explain the managerial and operative functions of HRM in detail.
(or)
CO1 K2
10. b. Discuss the nature and scope of HRM in detail.
CO1 K2
11. a. Discuss the process involved in job analysis in detail.
(or)
CO2 K2
11. b. Discuss the methods of data collection used for job analysis in detail.
CO2 K2
12. a. Explain the recruitment process in detail.
(or)
CO3 K2