



Seat No. _____

QP Code: 1554QP

Total No. of Pages: 2

January - February (Winter) Examination - 2023

Subject Name: B.C.A. (CBCS)_83378_Human Resource Management and Materials Management_18.01.2023_10.30 AM To 01.30 PM

Subject Code: 83378

Day and Date: Wednesday, 18-01-2023
Time: 10:30 am to 01:30 pm

(B.C.A. II, SEM-III)

Total Marks: 70

Instructions.:

1) Figures to the right indicate full marks

Special Instruction.:

2) Q. No. 1 and Q. No. 6 are compulsory 3) Attempt any Three Questions from Q. No. 2 to

Q. No. 5

Q.1. A. Multiple Choice Questions (10 questions for 1 mark each) [20]

10

1. Human resource management emphasis-
a. Development of people b. Punishment of people c. Adoption of people d. None of these
2. Operative functions of HRM includes-
a. Procurement, development, compensation & motivation b. Maintenance
c. Integration and emerging trends d. All of these
3. Following are the characteristics of HRM except-
a. Pervasive function b. Interdisciplinary function c. Integrating mechanism d. Job oriented
4. Planning, organizing and controlling of procurement, development, compensation, integration of human resources to the end that objectives of individual, organisation and society are achieved given by-
a. Storey b. Flippo c. Vetter d. F.W. Taylor
5. The process of familiarizing the new employees to the organisation rules and regulations is known as-
a. Placement b. Induction c. Recruitment d. Selection
6. Training process is-
a. Short term b. Medium term c. Long term d. None of these
7. Relative worth of a job is known by-
a. Job design b. Job analysis c. Job evaluation d. Job change
8. ----- arranges the job in numerical order from highest rank to lowest rank on the basis of duties and responsibilities.
a. Ranking method b. Grading method c. Point rating method d. Factor comparison method
9. Procuring an item in staggering deliveries according to the delivery schedule finished to the supplier by the buyer.
a. Seasonal Buying b. Hand to mouth buying c. Scheduled Buying d. Tender Buying
10. The first activity of Purchasing cycle is _____
a. Communicating requirement to the purchase b. Source Selection and development
c. Recognizing the need for procurement d. Inspection of goods

B. Give Reasons or Short answer question (Any two out of three)

10

1. What are the objectives of HRM?
2. Differentiate Wage and salary?
3. What are benefits of material management?

- Q.2. **Define Human Resource Management. State in brief functions of Human Resource Management** [10]
- Q.3. **What is human resource planning? Discuss briefly the HRP process** [10]
- Q.4. **Write in detail training methods.** [10]
- Q.5. **Define Material Management. Write in detail functions of Material Management** [10]
- Q.6. **Write notes on (Any Four out of Six)** [20]
- A. Demotion and Transfer Policy
 - B. Need and importance of training
 - C. Challenges in material management
 - D. External sources of Recruitment
 - E. 5 R in purchasing
 - F. Objectives of performance appraisal



26