



Roll No.																			
----------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**PRESIDENCY UNIVERSITY
BENGALURU**

SCHOOL OF LAW

MID TERM EXAMINATIONS

Sem & AY: Odd Sem 2019-2020

Date: 16.10.2019

Course Code: BBL 103

Time: 9:30AM to 11:30AM

Course Name: HUMAN RESOURCE MANAGEMENT

Max Marks: 60

Program & Sem: BBA.LL.B. (Hons.)

Weightage: 30%

Instructions:

- i. Write Legibly
-

Part A [Memory Recall Questions]

Answer the Questions. Each Question carries five marks.

(4Qx5M=20M)

1. Examine the functions of an HR Manager? (C.O.NO 1) [Knowledge]
2. Examine the nature of the trend in work? (C.O.NO 2) [Knowledge]
3. Define Job Analysis? Examine the methods used for collecting information on Job Analysis? (C.O.NO.2) [Knowledge]
4. What are the factors affecting recruiting? What are the advantages of centralized recruiting? (C.O.NO 2) [Knowledge]

Part B [Thought Provoking Questions]

Answer the Questions. Each Question carries eight marks.

(3Qx8M=24M)

5. Organizations opt for internal recruitment. Examine the different methods used? What are the likely issues related to Internal sourcing of candidates? (C.O.NO.1) [Comprehension]
6. What are the different kinds of tests used to select the right candidates? What do you mean by Work Sample and Simulation? (C.O.NO. 2) [Comprehension]
7. Examine the different types of interview? What are the factors influencing the interview's usefulness? (C.O.NO.1) [Comprehension]

Part C [Problem Solving Questions]

Answer the Questions. The Questions carries sixteen marks. (1QX16M=16M)

Carter Cleaning Company

If you were to ask Jennifer and her father what the main problem was in running their firm, their answer would be quick and short: Hiring good people. Originally begun as a string of coin-operated laundromats requiring virtually no skilled help, the chain grew to six stores, each heavily depended on skilled managers, cleaner-spotters, and pressers. Employees generally have no more than a high school education (often less), and the market for them is very competitive. Over a typical weekend, literally dozens of ads for experienced pressers or cleaner-spotters can be found in area newspapers. All these people usually are paid around per hour, and they change jobs frequently. Jennifer and her father thus face the continuing task of recruiting and hiring qualified workers out of a pool of individuals they feel are almost nomadic in their propensity to move from area to area and job to job. Turnover in their stores (as in the stores of many competitors) often approaches 400%. "Don't talk to me about human resource planning and trend analysis" says Jennifer. "We are fighting on economic war and I'm happy just to be able to round up enough applications to be able to keep my trenches fully manned"

In light of this problem, Jennifer's father asked her to answer the following questions:

8. How would you recommend we go about reducing the turnover in our stores?
[3+3M]
(C.O.NO.2) [Application]
9. Provide a detailed list of recommendations concerning how we should go about increasing our pool of acceptable job applications so we no longer face the need to hire almost anyone who walks in the door.
[2+3M]
(C.O.NO.2) [Application]
10. What are the different kinds of advertisement you use? Explain in the detail the pros and cons of each method.
[2+3M]
(C.O.NO.2) [Application]



SCHOOL OF MANAGEMENT

Semester: Odd Sem 2019-20

Course Code: BBL 103

Course Name: Human Resource Management

Date: 17th October, 2019

Time: 120 Minutes

Max Marks: 60

Weightage: 30%

Extract of question distribution [outcome wise & level wise]

Q.NO	C.O.NO	Unit/Module Number/Unit /Module Title	Memory recall type [Marks allotted] Bloom's Levels			Thought provoking type [Marks allotted] Bloom's Levels			Problem Solving type [Marks allotted]			Total Marks
			K			C			A			
1	CO1 3 %	Unit I	K	2								5
2	CO 1 3%	Unit II	K	2								5
3	CO 2 3%	Unit II	K	2								5
4	CO 2 5 %	Unit I				C	5					5
5	CO2 5%	Unit II				C	5					8
6	CO1 5%	Unit I				C	5					8
7	CO1 5%	Unit I				C	5					8
8	CO2 3%	Unit II							A	5		5
9	CO2 3%	Unit II							A	5		5
10	CO2 3%	Unit II							A	4		4
	Total Marks											40

K = Knowledge Level C = Comprehension Level, A = Application Level

Note: While setting all types of questions the general guideline is that about 60%

Of the questions must be such that even a below average students must be able to attempt, About 20% of the questions must be such that only above average students must be able to attempt and finally 20% of the questions must be such that only the bright students must be able to attempt.

I hereby certify that all the questions are set as per the above guidelines. [Vrinda V Nair]

Reviewer's Comments:

Annexure- II: Format of Answer Scheme



SCHOOL OF MANAGEMENT

SOLUTION

Semester: Odd Sem 2019-20

Course Code: BBL 103

Course Name: Human Resource Management

Date: 17th October, 2019

Time: 120 Minutes

Max Marks: 60

Weightage: 30%

Part A

(4Q x 5M =20 Marks)

Q No	Solution	Scheme of Marking	Max. Time required for each Question
1	<pre> graph TD A[Functions of HR Managers] --> B[Line Function Line Authority Implied Authority] A --> C[Coordinative Function Functional Authority] A --> D[Staff Functions Staff Authority Innovator/Advocacy] </pre>	Concept: 2 Marks Explanation 3 Marks	10 Minutes
2	<pre> graph TD A[Changes in How We Work] --> B[High-Tech Jobs] A --> C[Service Jobs] A --> D[Knowledge Work and Human Capital] </pre>	Concept: 2 Marks Explanation 3 Marks	10 Minutes

3	<p>Job Analysis The procedure for determining the duties and skill requirements of a job and the kind of person who should be hired for it.</p> <div style="text-align: center;"> <p>Methods for Collecting Job Analysis Information</p> </div>	<p>Concept: 2 Marks Explanation 3 Marks</p>	10 Minutes
4	<ul style="list-style-type: none"> • External factors affecting recruiting: <ul style="list-style-type: none"> • Looming undersupply of workers • Lessening of the trend in outsourcing of jobs • Increasingly fewer "qualified" candidates • Internal factors affecting recruiting: <ul style="list-style-type: none"> • The consistency of the firm's recruitment efforts with its strategic goals • The available resources, types of jobs to be recruited and choice of recruiting methods • Nonrecruitment HR issues and policies • Line and staff coordination and cooperation • Advantages of centralizing recruitment <ul style="list-style-type: none"> • Strengthens employment brand • Ease in applying strategic principles • Reduces duplication of HR activities • Reduces the cost of new HR technologies • Builds teams of HR experts • Provides for better measurement of HR performance • Allows for the sharing of applicant pools 	<p>Concept: 2 Marks Explanation 3 Marks</p>	10 Minutes

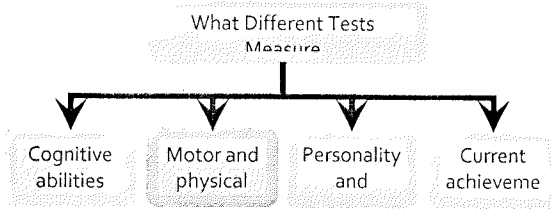
Part B

(3Q x 8M = 24 Marks)

Q No	Solution	Scheme of Marking	Max. Time required for each Question
5	<ul style="list-style-type: none"> • Job posting <ul style="list-style-type: none"> • Publicizing an open job to employees (often by literally posting it on bulletin boards) and listing its attributes. • Rehiring former employees • Succession planning • The process of ensuring a suitable supply of successors for current and future senior or key jobs. • Advantages <ul style="list-style-type: none"> • Foreknowledge of candidates' strengths and weaknesses • More accurate view of candidate's skills 		15 Minutes

- Candidates have a stronger commitment to the company
- Increases employee morale
- Less training and orientation required
- Disadvantages
 - Failed applicants become discontented
 - Time wasted interviewing inside candidates who will not be considered
 - Inbreeding of the status quo

6

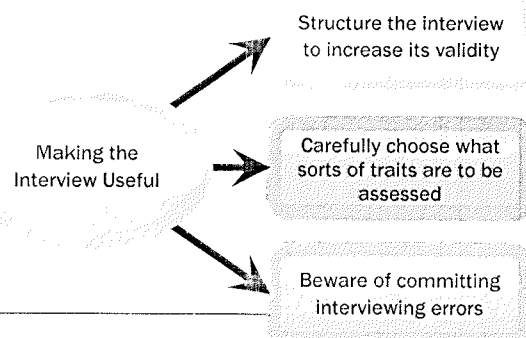
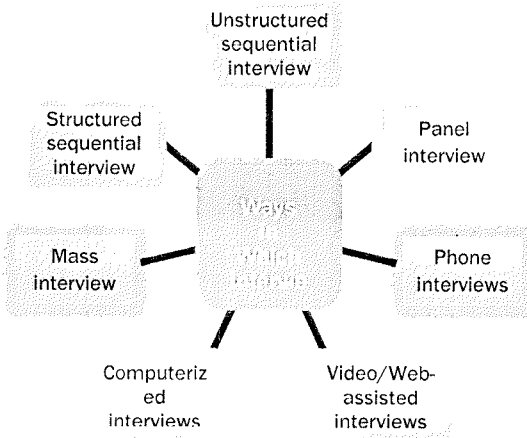


- Work samples
examinees are presented with situations *representative of the job* for which they're applying, and are evaluated on their responses.
F. E: for a cashier, counting money; for a clerical position, a typing test
- Management Assessment centers
A two- to three- day simulation in which 10 to 12 candidates perform realistic management tasks.
F. E: making presentations

Concept: 3 Marks
Explanation 5 Marks

15 Minutes

7



Concept: 3 Marks
Explanation 5 Marks

15 Minutes

Part C

(1Q x 16M = Marks)

Q No	Solution	Scheme of Marking	Max. Time required for each Question
8	Analysis and Evaluation by the students	Concept: 3 Marks Explanation 3 Marks	13 Minutes
9	Analysis and Evaluation by the students	Concept: 2 Marks Explanation 3 Marks	12 Minutes
10	<ul style="list-style-type: none">• Advertising<ul style="list-style-type: none">• The Media: selection of the best medium depends on the positions for which the firm is recruiting.<ul style="list-style-type: none">• Newspapers (local and specific labor markets)• Trade and professional journals• Internet job sites• Marketing programs• Constructing an effective ad<ul style="list-style-type: none">• Wording related to job interest factors should evoke the applicant's attention, interest, desire, and action (AIDA) and create a positive impression of the firm. <p>Any method and analysis by the students.</p>	Concept: 2 Marks Explanation 3 Marks	10 Minutes



SCHOOL OF MANAGEMENT

END TERM FINAL EXAMINATION

Extract of question distribution [outcome wise & level wise]

Q.NO	C.O.NO (% age of CO)	Unit/Module Number/Unit /Module Title	Memory recall type	Thought provoking type	Problem Solving type	Total Marks
			[Marks allotted] Bloom's Levels	[Marks allotted] Bloom's Levels	[Marks allotted] A	
			K	C		
1	2	2	5			
2	1	4	5			
3	3	3	5			
4	3	5	5			
5	3	5	5			
6	1	1	5			
7	3	3		10		
8	3	5		10		
9	3	5			8	
		5			7	
		5			8	
		5			7	
Total Marks						80

K = Knowledge Level C = Comprehension Level, A = Application Level

Note: While setting all types of questions the general guideline is that about 60%

Of the questions must be such that even a below average students must be able to attempt, About 20% of the questions must be such that only above average students must be able to attempt and finally 20% of the questions must be such that only the bright students must be able to attempt.

I hereby certify that all the questions are set as per the above guidelines.

Faculty Signature:

Reviewer Comment:

Format of Answer Scheme



SCHOOL OF ENGINEERING

SOLUTION

Semester: Odd Sem. 2019-20
Course Code: HRM 2013
Course Name: Industrial Relations and Labour Laws
Program & Sem: MBA Sem III

Date: 06.1.2020
Time: 3 HRS
Max Marks: 80
Weightage: 40%

Part A

(6Q x 5M = 30Marks)

Q No	Solution	Scheme of Marking	Max. Time required for each Question
1	<p>Elected representatives from among the workers are called as internal leaders in Trade union.</p> <p>The advantages are</p> <ol style="list-style-type: none">1. They understand the grass root issues of the employees2. Align towards the management needs and make organization more effective3. Workers representative unlike external leaders. <p>Leaders representing from political parties are called as external trade unions.</p> <p>The main reason for this trend is that the Trade Unions Act, 1926,[India] itself provided the scope for outside leadership. Section 22 of the Act requires that ordinarily not less than half of the officers of the re-registered union shall be actively engaged or employed in an industry to which the union relates. Thus, this provision provides the scope for outsiders to the tune of 50% of the office bearers.</p> <ol style="list-style-type: none">1. Outside leadership undermined the purposes of Trade Unions and weakened their authority. Personal benefits and prejudices sometimes weighed more than unions.2. Outside leadership has been responsible for the slow growth of Trade Unions.3. Most of the leaders cannot understand the worker' problems	2.5 Marks Each	12 mts

	as they do not live the life of a worker.		
2	Layoff. Retrenchment. Meaning. Lay-off refers to the provisional termination of the employee, at the instance of the employer. Retrenchment means involuntary separation of an employee due to the replacement of labor by machines or the close of the department.	2.5 Marks Each	12 mts
3	where a woman dies during this period, the maternity benefit shall be payable only for the days up to and including the day of her death: 1*[Provided further that where a woman, having been delivered of a child, dies during her delivery or during the period immediately following the date of her delivery for which she is entitled for the maternity benefit, leaving behind in either case the child, the employer shall be liable for the maternity benefit for that entire period but if the child also dies during the said period, then, for the days up to and including the date of the death of the child.] Payment of medical bonus.- Every woman entitled to maternity benefit under this Act shall also be entitled to receive from her employer a medical bonus of 1*[two hundred and fifty rupees], if no pre-natal confinement and post-natal care is provided for by the employer free of charge.	2.5 Marks Each	12 mts
4	Offences by companies (1) If the person committing any offence under this Act is a company every person who at the time the offence was committed was in charge of and was responsible to the company for the conduct of the business of the company as well as the company shall be deemed to be guilty of the offence and shall be liable to be proceeded against and punished accordingly : Provided that nothing contained in this sub-section shall render any such person liable to any punishment provided in this Act if he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence. (2) Notwithstanding anything contained in sub-section (1) where any offence under this Act has been committed by a company and it is proved that the offence has been committed with the consent or connivance of or is attributable to any neglect on the part of any director manager secretary or other officer of the company such director manager secretary or other officer of the company shall also be deemed to be guilty of that offence and shall be liable to be proceeded against and punished accordingly.	Concept 2 Marks Explanation 3 Marks	12 mts
5	Penalties (6) Whoever, for the purpose of avoiding any payment to be made by himself under this Act [the Scheme, ,the [Pension] Scheme] or the Insurance Scheme] or of enabling any other person to avoid such payment knowingly makes or causes to be made any false statement or false representation shall be punishable with imprisonment for a term which may extend to one year, or with fine of five	Concept 2 Marks Explanation 3 Marks	12 mts

	<p>thousand rupees, or with both].</p> <p>(1A) An employer who contravenes, or makes default in complying with, the provisions of section 6 or clause (a) of sub-section (3) of section 17 in so far as it relates to the payment of inspection charges, or para 38 of the Scheme insofar as it relates to the payment of administrative charges, shall be punishable with imprisonment for a term which may extend to [three years] but</p> <p>(a) which shall not be less than [one year and fine of ten thousand rupees] in case of default in payment of employees' contribution which has been deducted by the employer from the employees' wages;</p> <p>(b) which shall not be less than six months and fine of five thousand rupees, in any other case:]</p> <p>PROVIDED that the court may, for any adequate and special reasons to be recorded in the judgment, impose a sentence of imprisonment for a lesser term</p> <p>(1B) An employer who contravenes, or makes default in complying with, the provisions of section 6C, or clause (a) of sub-section (3A) of section 17 in so far as it relates to payment of inspection charges, shall be punishable with imprisonment for a term which may extend to [one year] but which shall not be less than [Six months] and shall also be liable to fine which may extend to [five thousand rupees]:</p> <p>PROVIDED that the court may, for any adequate and special reasons to be recorded in the judgment, impose a sentence of imprisonment for a lesser term]</p> <p>(2) [Subject to the provisions of the Act, the Scheme,] the Pension Scheme or the Insurance Scheme] may provide that any person who contravenes, or makes default in complying with any of the provisions thereof shall be punishable with imprisonment for a term which may extend to [one year, or with fine which may extend to four thousand rupees, or with both].]</p> <p>[(2A) Whoever contravenes or makes default in complying with any provision of this Act or of any condition subject to which exemption was granted under section 17 shall, if no other penalty is elsewhere provided by or under this Act for such contravention or non-compliance, be punishable with imprisonment which may extend to ¹⁴⁶[six months, but which shall not be less than one month, and shall also be liable to fine which may extend to five thousand rupees].]</p>		
6.	<p>Negotiation</p> <p>Arbitration.</p> <p>Conciliation.</p> <p>Mediation</p>	<p>Concept 2</p> <p>Marks</p> <p>Explanation</p> <p>3 Marks</p>	<p>12 mts</p>

--	--	--	--

Part B

(0Q x 0M = 0 Marks)

Q No	Solution	Scheme of Marking	Max. Time required for each Question
7	<p>Further restrictions on employment of women.—</p> <p>(1) The provisions of this Chapter shall, in their application to women in factories, be supplemented by the following further restrictions, namely:—</p> <p>(a) no exemption from the provisions of section 54 may be granted in respect of any woman;</p> <p>(b) no woman shall be 1[required or allowed to work in any factory] except between the hours of 6 A.M. and 7 P.M.: Provided that the State Government may, by notification in the Official Gazette, in respect of 2[any factory or group or class or description of factories,] vary the limits laid down in clause (b), but so that no such variation shall authorize the employment of any woman between the hours of 10 P.M. and 5 A.M.; 3[(c) there shall be no change of shifts except after a weekly holiday or any other holiday.]</p> <p>(2) The State Government may make rules providing for the exemption from the restrictions set out in sub-section (1), to such extent and subject to such conditions as it may prescribe, of women working in fish-curing or fish-canning factories, where the employment of women beyond the hours specified in the said restrictions is necessary to prevent damage to, or deterioration in, any raw material.</p> <p>(3) The rules made under sub-section (2) shall remain in force for not more than three years at a time.</p> <p>Prohibition of employment of women and children near cotton openers.— No woman or child shall be employed in any part of a factory for pressing cotton in which a cotton-opener is at work: Provided that if the feed-end of a cotton-opener is in a room separated from the delivery end by a partition extending to the roof or to such height as the Inspector may in any particular case specify in writing, women and children may be employed on the side of the partition where the feed end is situated</p>	<p align="center">Concept 3 Marks Explanation 7 Marks</p>	30 Minutes
8	<p>THE PAYMENT OF BONUS ACT, 1965</p> <p>The Payment of Bonus Act, 1965 provides for the payment of bonus to persons employed in certain establishments, employing 20 or more persons, on the basis of profits or on the basis of production or productivity and matters connected there with.</p> <p>The minimum bonus of 8.33% is payable by every industry and establishment under section 10 of the Act.</p> <p>The maximum bonus including productivity linked bonus</p>	<p align="center">Concept 3 Marks Explanation 7 Marks</p>	30 Minutes

<p>that can be paid in any accounting year shall not exceed 20% of the salary/wage of an employee under the section 31 A of the Act.</p> <p>Set on and set off of allocable surplus</p> <p>(1) Where for any accounting year, the allocable surplus exceeds the amount of maximum bonus payable to the employees in the establishment under section 11, then, the excess shall, subject to a limit of twenty per cent of the total salary or wages of the employees employed in the establishment in that accounting year, be carried forward for being set on in the succeeding accounting year and so on up to and inclusive of the fourth accounting year to be utilized for the purpose of payment of bonus in the manner illustrated in the Fourth Schedule.</p> <p>(2) Where for any accounting year, there is no available surplus or the allocable surplus in respect of that year falls short of the amount of minimum bonus payable to the employees in the establishment under section 10, and there is no amount or sufficient amount carried forward and set on under sub-section (1) which could be utilized for the purpose of payment of the minimum bonus, then such minimum amount or the deficiency, as the case may be, shall be carried forward for being set off in the succeeding accounting year and so on up to and inclusive of the fourth accounting year in the manner illustrated in the Fourth Schedule.</p> <p>(3) The principle of set on and set off as illustrated in the Fourth Schedule shall apply to all other cases not covered by sub-section (1) or sub-section (2) for the purpose of payment of bonus under this Act.</p> <p>(4) Where in any accounting year any amount has been carried forward and set on or set off under this section, then, in calculating bonus for the succeeding accounting year, the amount of set on or set off carried forward from the earliest accounting year shall first be taken into account.]</p>		
--	--	--

Part C

(0Q x 0M = 0Marks)

Q No	Solution	Scheme of Marking	Max. Time required for each Question
9	Analysis and Explanation related to Workmens Compensation Act	Concept 3 Marks Explanation 4Marks	15 Minutes
10	Analysis and Explanation related to Workmens Compensation Act	Concept 2 Marks Explanation 6 Marks	15 Minutes

11	Analysis and Explanation related to Workmens Compensation Act	Concept 3 Marks Explanation 4 Marks	15 Minutes
12	Analysis and Explanation related to Workmens Compensation Act	Explanation 6 Marks Concept 2 Marks	15 Minutes



Roll No																			
---------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**PRESIDENCY UNIVERSITY
BENGALURU**

SCHOOL OF LAW

END TERM FINAL EXAMINATION

Semester: Odd Semester: 2019 - 20

Course Code: BBL 103

Course Name: HUMAN RESOURCE MANAGEMENT

Program & Sem: BBA.,LL.B. (Hons.) & V

Date: 23 December 2019

Time: 1:00 PM to 4:00 PM

Max Marks: 80

Weightage: 40%

Instructions:

(i) Read the all questions carefully and answer accordingly.

Part A [Memory Recall Questions]

Answer all the Questions. Each Question carries 5 marks.

(4Qx5M=20M)

1. Examine the objectives of Human Resource Planning? (C.O.No.2) [Knowledge]
2. Internal source of recruitment is widely used method of recruitment. What are the advantages this method? (C.O.No.1) [Knowledge]
3. Differentiate between training and learning? (C.O.No.3) [Knowledge]
4. Differentiate between Alternate Ranking method and Paired comparison method? (C.O.No.3) [Knowledge]

Part B [Thought Provoking Questions]

Answer all the Questions. Each Question carries 10 marks.

(4Qx10M=20M)

5. You are a management consultant for a legal firm. Analyze the method you would adopt for training need analysis? What would be your methods for training the employees? (C.O.No.3) [Comprehension]
6. What do you mean by Performance Based Pay? How is it different from Competency Based Pay? (C.O.No.1) [Comprehension]
7. You are assigned to design Performance Management system for a startup company? Which method you would use and why? (C.O.No.3) [Comprehension]
8. What are the methods adopted by the organizations to ensure employee safety and health? (C.O.No.3) [Comprehension]

Part C [Problem Solving Questions]

Answer all the Questions.

(1Qx20M=20M)

Like virtually all other HR-related activities at Carter Cleaning Centers, the company currently has no organized approach to interviewing job candidates. Stores manager who almost do all the hiring, have a few of their own favorite questions they ask. But in absence of any guidance from management, they all admit their interview performance leaves something to be desired. Similarly, Jack carter himself is admittedly most comfortable dealing with what he calls the "nuts and bolts"

machinery aspects of his business and has never felt particularly comfortable having to interview management or other job applicants. Jeniffer is sure that this lack of formal interviewing practices, procedures and training account for some of the employee turnover and theft problems. Therefore, she want to do something to improve her company's performance in this important area.

9. What can Jeniffer do to improve her employee interviewing practices? Should she develop interview forms that list questions for management and non-management jobs?
[6 M] (C.O.No.3) [Application]
10. Should she initiate a computer based interview approach? If so why and how?
[6 M] (C.O.No.3) [Application]
11. Implement a training program for her managers and if so what should be content of the training program
[8 M] (C.O.No.2) [Application]