

00615

**B.Sc. LEATHER GOODS AND ACCESSORIES
DESIGN (BSCLGAD)**

Term-End Examination

June, 2012

BFW-062 : MANAGEMENT - III

Time : 3 hours

Maximum Marks : 70

*Note : The question paper is divided into three sections.
All sections are compulsory.*

SECTION-A

1. Fill in the blanks; 5x2=10
- (a) The concept of marketing is defined as a set _____ and _____ to achieve organisational goals.
- (i) Policies and Programmes
- (ii) Customer and Buyer
- (iii) Target and views
- (b) The Management of Human Resources is an _____ and _____ Exercise.
- (i) One shot and single day
- (ii) Specific and limited
- (iii) Ongoing and never ending

- (c) Human Resource Policies are standing plans that serves to _____ subordinates to execute their work well.
- (i) guide
 - (ii) misguide
 - (iii) confuse
- (d) Job Analysis are done upon _____ jobs.
- (i) Past
 - (ii) Stagnant
 - (iii) Ongoing
- (e) Job specification serves as a guide in the _____ and _____ processes.
- (i) awareness and loyalty
 - (ii) recruitment and selection
 - (iii) motivating and leading

2. Six statements are given below. The statements may be *true* or *false*. Answer by writing *true* or *false*. 6x2=12

- (a) Job Specification tells what kind of a person is required for a given job.
- (b) Human Resource Management is not a pervasive function.

- (c) Human Resource Management is a set of policies, practices and programmes to achieve organisational goals.
- (d) HRM is managing material and machine at work.
- (e) HRM not only includes development of employees but also training, guiding and motivating and develop desirable working relationship.
- (f) Over looking of grievances is a part of HRM.

SECTION-B

3. Explain in brief (Attempt *any three*) : **3x5=15**
- (a) Methods of training (on-the-job and off-the-job)
 - (b) Types of Texts
 - (c) Exit Interview
 - (d) Occupational hazards and diseases
 - (e) Statutory provisions concerning health
 - (f) Causes of grievances
4. Differentiate between (*any Three*) : **3x5=15**
- (a) Job description and Job Specification
 - (b) Job Enrichment and Job Enlargement
 - (c) Transfer and Promotion
 - (d) Training and Development
 - (e) Recruitment and Selection
 - (f) Boredom and Monotony.
5. Explain in detail (*any Three*) : **3x6=18**
- (a) Functions of Human Resource Management ?
 - (b) Steps in Selection Procedure ?
 - (c) Internal and External sources of recruitment ?
 - (d) You are a owner of boutique / Studio make a job description of requirement of a Store Manager in your company.
 - (e) Draft Questionnaire for an upcoming movie theatre ?
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