

Time: 2.30 Hrs

Marks: 75

All Questions are compulsory
Figures to the right indicate full marks.

1.

A. Multiple Choice Questions (Any Eight)

Marks: 08

- 1) _____ is a process of developing corporate capability to deliver new organizational strategies.
 - a) Human Resource management
 - b) Human Resource alignment
 - c) Strategic Human Resource management
 - d) Human Resource Development
- 2) _____ focus on developing and promoting the organization as a distinct brand image in the same way as consumer products.
 - a) Employment branding
 - b) Segmentation
 - c) Advertising
 - d) Promotion
- 3) Empowered employees are given _____.
 - a) Autonomy
 - b) Autocracy
 - c) Monarchy
 - d) Oligarchs
- 4) Empowerment refers to feeling of control and _____ that emerge when people are given power in a previously powerless situation.
 - a) Self-sufficiency
 - b) Self-efficiency
 - c) Self-control
 - d) Self-deprecation
- 5) _____ Tests are also called as Proficiency tests.
 - a) Work Sample
 - b) Achievement
 - c) Personality
 - d) Group Discussion
- 6) _____ is the ability to benefit from certain types of training.
 - a) Aptitude
 - b) Personality
 - c) Interest
 - d) Observation

7)MBO stands for _____

- a) Managing of objectives
- b)Management by objectives
- c) Management by objections
- d) Management by Others

8.. In _____ error, raters tend to play safe and they avoid giving either very high or low rating.

- a) Central Tendency
- b) halo
- c) Leniency
- d) Mode

9. Under the _____ option plan, the employee is granted the right to buy a certain number of shares of the company's stock.

- a)Quick
- b)Smart
- c)Stock
- d)Swipe

10. One of the major characteristics of a sound incentive plan is _____

- a)Scientific Standards
- b)Complexity
- c)Rigidity
- d)Networking

1 B. State whether the following Statements are True Or False(Any Seven)

7

- 1. Effective management of human resource has national significance.
- 2. HRM has now moved from 'Backroom to boardroom'.
- 3. Relative worth is determined mainly on the basis of job description and job specification.
- 4.Job description does not assist the candidate to understand the requirements of the job which are to be fulfilled by him.
- 5. Recruitment is the process of identifying and encouraging a prospective employees to apply for jobs.
- 6. Promotions are an external source of recruitment.
- 7.In forced distribution method two or more statements are grouped together
- 8. Incentives may be individual based or group based
- 9.Job Enrichment is also called as vertical job loading.
- 10. HRP Process does not include evaluation and control.

2.

- a) Explain the factors that influence the establishment of the human resource department. 8
- b) Discuss and bring out the difference between Personnel management and Human Resource Management. 7

OR

- c) Do you think it is necessary for every organization to have a personnel manual? What are its benefits? 8
- d) Explain with the help of a suitable diagram the structure of the Human Resource Department. 7

3

- a) Define Job Analysis and explain the various methods of Job Analysis. 8
b) Explain the techniques of Job Design. 7

OR

- c) Explain the characteristics of Job Design. 8
d) Explain Factor Comparison method of Job Evaluation. 7

4.

- a) What do you mean by Recruitment? Explain in brief External Sources of Recruitment. 8
b) Explain some of the bases of promotions. 7

OR

- c) What is human resources planning? Explain its process. 8
d) Discuss in detail the process of performance appraisal. 7

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- a) What are the features of a good incentive plan? 8
b) Briefly discuss wage and salary structure. 7

OR

- c) Write short notes (Answer any three) 15

- 1) Role of Human Resource manager in insurance sector.
- 2) Any three factors affecting Job Satisfaction
- 3) Any three factors affecting Human Resources Planning
- 4) MBO
- 5) 360 degrees Appraisal
