

Paper / Subject Code: 85504 / Human Resource Management

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
