

Enrollment No.....



Faculty of Management Studies

End Sem (Even) Examination May-2022

MS5CO09 Human Resource Management

Programme: MBA

Branch/Specialisation: Management

Duration: 3 Hrs.**Maximum Marks: 60**

Note: All questions are compulsory. Internal choices, if any, are indicated. Answers of Q.1 (MCQs) should be written in full instead of only a, b, c or d.

- Q.1 i. Which is not the scope of human resource management? **1**
 (a) Personnel aspects (b) Welfare Aspects
 (c) Both (a) and (b) (d) Integrated market strategy
- ii. _____ is the heart of the management process because it concerned **1**
 with initiating action, supervision, motivating and leading the people.
 (a) Procurement (b) Promotion
 (c) Directing (d) All of these
- iii. What are the problems of human resource planning? **1**
 (a) Resistance by employee and employer
 (b) Inadequacies in quality of information
 (c) Uncertainties
 (d) All of these
- iv. Job design include _____. **1**
 (a) Job Simplification (b) Job Enlargement
 (c) Job Enrichment (d) All of these
- v. _____ is the systematic process of identifying the vacant position, **1**
 hiring the suitable person, developing the skill and expertise of the
 person to match the position and retaining him to achieve long term
 business objectives.
 (a) Talent Management (b) Job Description
 (c) Job Specification (d) None of these
- vi. The following system combines the superior and self-evaluation **1**
 system.
 (a) Graphic rating scale (b) Forced distribution method
 (c) Essay evaluation (d) Management by objective

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- vii. Basis of job evaluation is _____. **1**
 (a) Job design (b) Job ranking
 (c) Job analysis (d) All of these
- viii. In which of the following methods jobs can be arranged according to the relative difficulty in performing them. **1**
 (a) Ranking method
 (b) Point Method
 (c) Factor comparison method
 (d) Classification method
- ix. _____ is also known as self-imposed discipline which include creation of an atmosphere in the organization through reward, appreciation, incentive payment etc. **1**
 (a) Positive employee discipline
 (b) Negative employee discipline
 (c) Both (a) and (b)
 (d) None of these
- x. _____ is the discipline action taken against employee must be tracked and should be forwarded to HR for inclusion in the personal file of the employee. **1**
 (a) Confidentiality of complaint
 (b) Tracking of discipline case
 (c) Both (a) and (b)
 (d) None of these
- Q.2 i. Explain any two authors definition of HRM. Write the objectives of HRM. **3**
 ii. Describe the changing role of HR manager. **5**
 OR iii. What is Policy? Explain the types of personnel policy. **5**
- Q.3 i. What do you understand by job analysis? What are the elements of job analysis? **3**
 ii. Write the differences between recruitment and selection with plotting the examples. **5**
 OR iii. Explain the succession planning. Write its process. **5**
- Q.4 i. Why TNA is important in the organization? Write the process of TNA. **3**

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- ii. Describe the likely errors that occur during the performance appraisal. **5**
 OR iii. Explain the different types of appraisals. **5**
- Q.5 i. What do you understand by compensation management? **2**
 ii. Briefly describe the method of job evaluation. **6**
 OR iii. Why do we need to study wages and salary administration? **6**
- Q.6 Attempt any two:
 i. Explain collective bargaining and negotiation. **4**
 ii. Describe the grievance handling procedure in the organization. **4**
 iii. Explain the guidelines for managing employee discipline in industry. **4**
- Q.7 Case Study
 CRR Industries Ltd., Eluru is producing electric bulbs, water cooler, air coolers and refrigerators. Recently it has added a new line of production i.e. electric motors both for domestic and agriculture purpose. The company require one electrical engineer with B.Tech. qualification to look after the new plant producing electric motor. Presently five electrical engineers with B.E qualification as Assistant Engineers are working in the existing plant. The company advertised for the post of Chief Engineers (Electrical) for its new product. It received twelve applications out of which five are from the Assistant Engineers who are working in the existing plant. The company used techniques of preliminary interviews, test, final interview and medical examination and finally selected Mr. C. B. Sastry, employed in the existing plant. He is fourth in the seniority list of the Assistant Engineers in the present plant. The company served the appointment order to Mr. Sastry and he joined as Chief Engineer in the new plant. But the three Assistant Engineers in the existing plan, moved the issue to the court of law contesting that the selection of Mr C. B. Sastry is not valid as he is not the senior most among the Assistant Engineers in the existing plant.
- Questions:
 (a) What would be the management version in the case? **5**
 (b) Predict the court judgment regarding the issue in this case. **5**

Marking Scheme MS5CO09 Human Resource Management

| | | | | |
|-----|-------|--|---------------------------|----------|
| Q.1 | i. | Which is not the scope of human resource management? (d) Integrated market strategy | 1 Mark | 1 |
| | ii. | _____is the heart of the management process because it concerned with initiating action, supervision, motivating and leading the people. (c) Directing | 1 Mark | 1 |
| | iii. | What are the problems of human resource planning? (d) All of these | 1 Mark | 1 |
| | iv. | Job design include_____. (d) All of these | 1 Mark | 1 |
| | v. | _____is the systematic process of identifying the vacant position, hiring the suitable person, developing the skill and expertise of the person to match the position and retaining him to achieve long term business objectives. (a) Talent Management | 1 Mark | 1 |
| | vi. | The following system combines the superior and self-evaluation system. (d) Management by objective | 1 Mark | 1 |
| | vii. | Basis of job evaluation is_____. (c) Job analysis | 1 Mark | 1 |
| | viii. | In which of the following methods jobs can be arranged according to the relative difficulty in performing them. (a) Ranking method | 1 Mark | 1 |
| | ix. | _____is also known as self-imposed discipline which include creation of an atmosphere in the organization through reward, appreciation, incentive payment etc. (a) Positive employee discipline | 1 Mark | 1 |
| | x. | _____is the discipline action taken against employee must be tracked and should be forwarded to HR for inclusion in the personal file of the employee. (c) Both (a) and (b) | 1 Mark | 1 |
| Q.2 | i. | Each | 1 Mark (1 Mark*3) | 3 |
| | ii. | Each points | 1 Mark each (1 Mark*5) | 5 |
| OR | iii. | Definition Types of Policy | 1 Mark 4 Marks | 5 |

| | | | | |
|-----|------------------|--|--|----------|
| Q.3 | i. | Definition Elements of job analysis | 1 Mark 2 Marks | 3 |
| | ii. | 5 points differences | 1 Mark each (1 Mark*5) | 5 |
| OR | iii. | Definition Process of succession planning | 2 Marks 3 Marks | 5 |
| Q.4 | i. | Definition Process of TNA. | 1 Mark 2 Marks | 3 |
| | ii. | 5 likely errors | 1 Mark each (1 Mark*5) | 5 |
| OR | iii. | Defining of heads consist of 2 points Subheading with description | 1 Mark each (1 Mark*2) 1 Mark each (1 Mark*3) | 5 |
| Q.5 | i. | Definition | 2 Marks | 2 |
| | ii. | Each method of job evaluation | 1 Mark each (1 Mark*6) | 6 |
| OR | iii. | Any 6 reasons of studying salary and wages administration | 1 Mark each (1 Mark*6) | 6 |
| Q.6 | Attempt any two: | | | |
| | i. | Each definition | 2 Marks each (2 Marks*2) | 4 |
| | ii. | Every step | 1 Mark each (1 Mark*4) | 4 |
| | iii. | As per explanation | 4 Marks | 4 |
| Q.7 | Case Study | | | |
| | a) | According to answer | 5 Marks | 5 |
| | b) | According to answer | 5 Marks | 5 |
