

### SECTION-D

**Note:** Long answer type questions. Attempt any two questions out of three questions. (2x8=16)

- Q.23 What do you mean by job analysis? Discuss the difference between job description and job specification.
- Q.24 What do you mean by Human Resource Management? Discuss the importance of Human Resource Management.
- Q.25 Discuss the 'On the job' and 'Off the job' training methods used in HRM.

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Roll No. ....

**4th Sem./ OMCA**

**Subject : Human Resource Management**

Time : 3 Hrs.

M.M. : 60

### SECTION-A

**Note:** Multiple choice questions. All questions are compulsory (6x1=6)

- Q.1 Which of the following is the correct abbreviation of HRM?
- a) Human Resource Management
  - b) Human Resroucefulness Management
  - c) Human Relation Management
  - d) Humanistic Relation Management
- Q.2 Training methods includes
- a) Vestibule training    b) role playing
  - c) internship training    d) all of the above
- Q.3 What does a job specification include?
- a) Personal characteristics
  - b) Physical characteristics
  - c) Psychological characteristic
  - d) All of the above

Q.4 HRM doesn't includes

- a) HR planning
- b) Recruitment
- c) Selection
- d) Financial management

Q.5 Selection process does not includes

- a) training
- b) preliminary interview
- c) written test
- d) physical examination

Q.6 Written tests includes

- a) personality test      b) intelligence test
- c) aptitude test      d) all of the above

### SECTION-B

**Note:** Objective/ Completion type questions. All questions are compulsory. (6x1=6)

Q.7 Recruitment and staffing are one and the same thing.(True/False)

Q.8 Effective staffing ensures the success of the organization(True/False)

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Q.9 Executive development is the systematic process of learning and growth (True/False)

Q.10 Selection is a positive process.(True/False)

Q.11 Training is a short period process. (True/False)

Q.12 Case study is the method of training (True/False)

### SECTION-C

**Note:** Short answer type questions. Attempt any eight questions out of ten questions. (8x4=32)

Q.13 Explain the need of HRM in the present scenario

Q.14 What do you mean by human resource development

Q.15 Explain the process of executive development.

Q.16 What do you mean by job specification

Q.17 Discuss the approaches to job design

Q.18 Discuss the process of human resource planning

Q.19 Explain the process of training

Q.20 Discuss the techniques of recruitment

Q.21 Discuss the role of HR manager in an industrial concern

Q.22 Discuss the objectives of job analysis.

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