

- Q.25 What is Recruitment? Explain its process.
- Q.26 Explain the Various method of Training Programme.
- Q.27 What do you mean by performance appraisal?
Explain the essential requirement of performance appraisal.
- Q.28 Explain the concept of Promotion?
- Q.29 What do you understand by training? Explain its importance.
- Q.30 Describe the internal resource of recruitment.
- Q.31 Explain the various steps is an effective selection process?
- Q.32 Explain the features of human resource planning
- Q.33 What is Human Resource planning? Explain its nature.
- Q.34 Describe the need of performance appraisal
- Q.35 Discuss the importance of human resources management.

SECTION-D

Note: Long answer type questions. Attempt any two questions out of three questions. (2x10=20)

- Q.36 Briefly explain the recruitment method
- Q.37 Explain the steps involved in Human Resource planning process?
- Q.38 Write a short note on
- 1) Performance appraisal
 - 2) Job specification
 - 3) Job analysis

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3rd Sem / FAA, DBM, DBM (IPM)
Subject:- Human Resource Management/ Pers. Mgmt./ Recr. & Tra. Prac.

Time : 3Hrs. M.M. : 100

SECTION-A

Note: Multiple choice questions. All questions are compulsory (10x1=10)

- Q.1 Human resource planning is compulsory for
- a) Effective employed development programme
 - b) basis of recruitment
 - c) basis for selection
 - d) all of these
- Q.2 Direction is one of the important function of HRM
Which comes under
- a) Managerial function b) operative function
 - c) technical function d) behavior function
- Q.3 Jobs specification include
- a) physical characteristics
 - b) psychological characteristics
 - c) personal characteristics
 - d) all of these
- Q.4 Basic managerial functions of HRM area
- a) Planning, organizing, staffing
 - b) Planning, organizing and co-ordinating
 - c) planning, organizing, directing and controlling
 - d) None of these

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- Q.5** Challenges faced by Human resource management includes.
- Technological changes, workforce diversity, globalization
 - Productivity, career planning
 - Compensation management
 - Downsizing and voluntary retirement scheme
- Q.6** The process of familiarizing the new employees to the organization rules and regulations is known as
- Placement
 - Induction
 - Recruitment
 - Selection
- Q.7** Human resource management involve the element of
- planning
 - organizing
 - controlling
 - all of the above
- Q.8** OJT stands for
- On the job training
 - on the job technique
 - On the job technology
 - Off the job training
- Q.9** _____ is the process of imparting or increasing knowledge or skill of an employee to do a particular job.
- Training
 - Development
 - Motivation
 - Leadership
- Q.10** Which job offer work from home
- all the job
 - intern
 - manager
 - associate director

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SECTION-B

- Note:** Objective type questions. All questions are compulsory. (10x1=10)
- Q.11** A advisement is source recruitment (True/False)
- Q.12** What is the full form HRP
- Q.13** Staffing includes _____ workload estimation/ Job analysis.
- Q.14** _____ is the basis of in organization. Specialization/ division of work
- Q.15** Manpower selection process is the first step in the employment _____ labor/management
- Q.16** What do you mean by selection
- Q.17** Human resource management is the process of recruitment selection (True/False)
- Q.18** HRM is art of managing people. (True/False)
- Q.19** The recruitment and selection process aim at right kind of people at right place (True/False)
- Q.20** Ensure that activities are in accordance with the terms of the plan is the important of the controlling (True/False)

SECTION-C

- Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)
- Q.21** Discuss the features of Human Resource Management.
- Q.22** Define the Basis of Promotions.
- Q.23** Explain the Important function of Human Resource Management.
- Q.24** Explain the Various Element of good Training Programme.

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