

- Q.22 Describe two methods of recruitment commonly used by organizations.

Q.23 What is the purpose of performance appraisal? Provide two benefits of conducting performance appraisals.

Q.24 Briefly explain the difference between training and development in HRM.

Q.25 What is employee turnover, and how does it impact organizations?

Q.26 Explain in brief the process of human resource planning.

Q.27 Discuss the role of HR managers in an organization.

Q.28 What are the key elements of a good training program?

Q.29 Describe the role of feedback in the training process.

Q.30 Explain why performance appraisal is necessary for both employees and employers.

Q.31 Identify two internal and two external sources of recruitment.

Q.32 What are the essential qualities of a good manager?

Q.33 Describe two challenges organizations may face in the recruitment process.

Q.34 Define training and discuss methods of training.

Q.35 Define Human resource planning and write its nature.

SECTION-D

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

- Q.36 What is human resource management? Discuss its importance.

Q.37 Define recruitment and discuss its methods.

Q.38 Explain the concept of training and discuss its importance.

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

Time : 3 Hrs. M.M. : 100

SECTION-A

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

- Q.1 Which of the following is NOT a function of HRM?

 - a) Recruitment and selection
 - b) Training and development
 - c) Financial accounting
 - d) Performance appraisal

Q.2 What is the primary purpose of performance appraisal?

 - a) Determining employee salaries
 - b) Identifying training needs
 - c) Evaluating employee performance
 - d) Conducting job analysis

Q.3 Which training method involves learning from experienced employees on the job?

 - a) Role-playing
 - b) Simulation
 - c) Coaching
 - d) E-learning

Q.4 Which of the following is NOT a type of compensation?

 - a) Discipline
 - b) Bonus
 - c) Salary
 - d) Benefits

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- Q.5 What is the primary role of HR managers in an organization?
- Handling financial accounting
 - Overseeing production processes
 - Conducting market research
 - Managing human resources
- Q.6 Which of the following is NOT a function of HR managers?
- Performance appraisal
 - Product development
 - Training and development
 - Employee relations
- Q.7 What is recruitment?
- Training new employees
 - Selecting candidates for promotion
 - Attracting and hiring qualified candidates
 - Evaluating employee performance
- Q.8 Which of the following is an external source of recruitment?
- Campus recruitment
 - Internal job postings
 - Employee referrals
 - Succession planning
- Q.9 Which of the following is NOT a method of addressing a surplus of labor identified in Human Resource Planning?
- Layoffs or downsizing
 - Offering voluntary retirement packages
 - Implementing training and development programs
 - Hiring temporary or contract workers
- Q.10 Which external factor is considered in Human Resource Planning?
- Employee skills and qualifications
 - Market competition
 - Employee turnover rates
 - Performance evaluations

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SECTION-B

- Note:** Objective type questions. All questions are compulsory. (10x1=10)
- Q.11 Employee referral is a traditional source of recruitment. (True/False)
- Q.12 Human Resource Management (HRM) primarily focuses on managing physical resources within an organization. (True/False)
- Q.13 Job analysis involves identifying the skills, knowledge, and abilities required to perform a particular job. (True/False)
- Q.14 Recruitment is the process of just selecting the right candidate for a job vacancy. (True/False)
- Q.15 Performance appraisal is systematic process of evaluating individual employee performance. (True/False)
- Q.16 Training and development activities are only conducted for new employees. (True/False)
- Q.17 Compensation management includes determining employee salaries and benefits. (True/False)
- Q.18 Human Resource Planning (HRP) involves forecasting future demand for and supply of employees. (True/False)
- Q.19 The purpose of a job description is to provide information about the qualifications required for a specific job. (True/False)
- Q.20 Grievance handling is a part of the employee termination process. (True/False)

SECTION-C

- Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)
- Q.21 Define Human Resource Management (HRM) and explain its importance in organizations.

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