

- Q.22 Define Human Resource Planning (HRP) and discuss its role in organizational success.
- Q.23 Define Human resource management and discuss its objectives.
- Q.24 What are the different sources for recruitment?
- Q.25 Explain in brief the selection process.
- Q.26 Define training and discuss the objectives of an induction program.
- Q.27 Discuss the advantages and disadvantages of on-the-job-training.
- Q.28 What is performance appraisal? Outline its importance in organizations.
- Q.29 Outline the recruitment process and its various stages.
- Q.30 Explain the concept of “360-degree feedback” in performance appraisal.
- Q.31 What are the essential qualities of HR managers?
- Q.32 Define Human resource planning and discuss it nature.
- Q.33 Discuss the importance of selection in HRM.
- Q.34 What are the elements required for a good training program?
- Q.35 What are the different bases of promotion?

#### **SECTION-D**

- Note:** Long answer type questions. Attempt any two questions out of three questions. (2x10=20)
- Q.36 Define Human Resource Management and discuss the role of HR manager.
- Q.37 Discuss the different methods of training.
- Q.38 Explain the concept of performance appraisal. Discuss the importance.

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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 Which recruitment method involves using current employees to refer potential candidates for job openings?  
 a) External recruitment b) Internal recruitment  
 c) Campus recruitment d) Executive search
- Q.2 Which of the following qualities is essential for an effective HR manager?  
 a) Technical expertise in engineering  
 b) Excellent communication skills  
 c) Proficiency in computer programming  
 d) Knowledge of financial markets
- Q.3 Which of the following is NOT a method of recruitment?  
 a) Internal recruitment b) External recruitment  
 c) Employee training d) Campus placement
- Q.4 Which of the following is NOT a step in the recruitment process?  
 a) Job analysis                            b) Job evaluation  
 c) Job posting                            d) Job offer
- Q.5 What is the first step in the process of Human Resource Planning (HRP)?  
 a) Forecasting future labor demand  
 b) Assessing the current workforce  
 c) Setting organizational goals and objectives  
 d) Conducting a skills inventory

- Q.6 What is the final step in the process of HRP?
- Forecasting future labor demand
  - Assessing the current workforce
  - Implementing action plans
  - Reviewing and evaluating HRP strategies
- Q.7 Which of the following is NOT a benefit of promotion for employees?
- Increased authority
  - Higher salary and benefits
  - Decreased job satisfaction
  - Enhanced career growth opportunities
- Q.8 Which basis of promotion focuses on employee performance and achievements?
- Seniority-based promotion
  - Merit-based promotion
  - Nepotism-based promotion
  - Random selection
- Q.9 Which factor is NOT typically considered during performance appraisal?
- Employee personality traits
  - Employee skills and qualifications
  - Employee job performance
  - Employee attendance and punctuality
- Q.10 Which performance appraisal method involves comparing employees to each other?
- Ranking method
  - Graphic rating scale
  - Behaviorally Anchored Rating Scale
  - Critical incident technique

## SECTION-B

**Note:** Objective type questions. All questions are compulsory.  
 $(10 \times 1 = 10)$

- Q.11 Human Resource Management (HRM) primarily focuses on managing Human resources within an organization. (True/False)
- Q.12 Labor turnover refers to the number of employees who have left an organization over a period of time. (True/False)
- Q.13 A centralized organizational structure promotes autonomy and decision-making at various levels. (True/False)
- Q.14 Diversity management is about ensuring there is no diversity among employees in an organization. (True/False)
- Q.15 Workforce planning focuses solely on the current workforce and does not consider future needs. (True/False)
- Q.16 The Hawthorne Studies concluded that employee satisfaction and productivity were not influenced by working conditions. (True/False)
- Q.17 HR policies and procedures should be consistent with the organization's values and objectives. (True/False)
- Q.18 Downsizing refers to the process of decreasing the size of the workforce. (True/False)
- Q.19 Exit interviews are conducted to gather feedback from departing employees. (True/False)
- Q.20 HR analytics involves using data to make strategic HR decisions. (True/False)

## SECTION-C

**Note:** Short answer type questions. Attempt any twelve questions out of fifteen questions.  
 $(12 \times 5 = 60)$

- Q.21 What are the primary functions of HRM? Provide brief explanations of each function.