

Total No. of printed pages = 7

4 (Sem-2) HRPD

2012

**HUMAN RESOURCE PLANNING
AND DEVELOPMENT**

(Major)

Full Marks – 80

Time – Three hours

The figures in the margin indicate full marks
for the questions.

Answer *all* questions.

1. Answer the following as directed : $1 \times 10 = 10$

Choose the correct option :

(a) Human Resource Management aims to
maximize employees' as well as organisational

(i) Effectiveness

(ii) Economy

(iii) Efficiency

(iv) Performance.

[Turn over

(b) HRM is primarily concerned with

(i) Sales

(ii) Dimension of people

(iii) External environment

(iv) Cost effectiveness.

(c) Training is most effective in resolving

(i) Skill gaps

(ii) Attitudinal problems

(iii) Poor motivation

(iv) Attendance issues.

(d) Which one of the following is not an example of indirect training cost ?

(i) Overtime

(ii) Increased labour

(iii) Room and food charges

(iv) Low productivity.

- (e) An example of technical barrier to effective performance is :
- (i) Group norms
 - (ii) Poor job design
 - (iii) Ineffective feedback
 - (iv) Motivation.
- (f) Which one of the following is not traditional type of performance appraisal ?
- (i) Ranking Method
 - (ii) Check List
 - (iii) Graphic Rating
 - (iv) Management by objectives.
- (g) Performance management is believed to have originated in
- (i) France
 - (ii) Germany
 - (iii) U.S.A
 - (iv) India.

(h) The simulation of a situation is the uniqueness of the _____ model.

(i) MIS

(ii) Decision support system

(iii) Electronic Data Processing

(iv) All the above.

(i) Which one of the following is not an advantage of HRIS ?

(i) The reduction in labour cost

(ii) Ability to manage voluminous data

(iii) Better control and supervision over HR

(iv) None of the above.

(j) Positions held by an individual throughout his work life is normally referred to as :

(a) Job

(b) Task

(c) Career

(d) None of the above.

2. Write very short answers on the following : $2 \times 5 = 10$

- (i) VSR
- (ii) Role playing
- (iii) Quality circles
- (iv) Job analysis
- (v) HRIS.

3. Write short answers on any *four* : $5 \times 4 = 20$

- (a) How do we identify the training needs in an organisation ? Describe.
- (b) Explain the steps involved in job analysis.
- (c) What do you understand by the term 'Replacement Planning' ? Explain.
- (d) What are the basis of valuation of human resources in an organisation ? Discuss.
- (e) Discuss the need for Human Resource Development in India.

(f) Give your views on the statement "Promotion should be on seniority basis."

4. Answer any four :

10×4=40

(a) What do you understand by succession planning? Why is it important to organisations? Discuss. 10

(b) Define HRP. Explain the nature and importance of HRP in Indian organisations. 10

(c) Distinguish between :

(i) HRD and HRM 5

(ii) Job description and job specification. 5

(d) Discuss in details the different methods of training which may be adopted by an organisation. 10

(e) What is performance appraisal? What are the different techniques of performance appraisal? Describe briefly. 10

(f) Explain in brief the following terms :

2×5=10

(a) Promotion

(b) Transfer

(c) Demotion

(d) Downsizing

(e) Lay off.

(g) What is HRA ? Discuss its importance in the present organisational situation. 10

(h) What are the steps involved in designing and developing a sound HRIS ? 10