Name : ....

Roll No. : ....

Invigilator's Signature : ....

CS/BHM(OLD)/SEM-5/HM-512/2010-11

2010-11

HUMAN RESOURCE PLANNING & DEVELOPMENT

Time Allotted : 3 Hours   *Full Marks* : 70

The figures in the margin indicate full marks.

Candidates are required to give their answers in their own words as far as practicable.

GROUP – A
(Multiple Choice Type Questions)

1. Choose the correct alternatives for the following :   10 × 1 = 10

    i)   Human Resource Demand Forecasting is a part of

        a)   job evaluation   b)   HRP

        c)   job analysis   d)   HRIS.

    ii)   Compensation package is based on

        a)   job evaluation   b)   job analysis

        c)   HR accounting   d)   HRIS.

    iii)   HR audit is a part of

        a)   planning   b)   co-ordinating

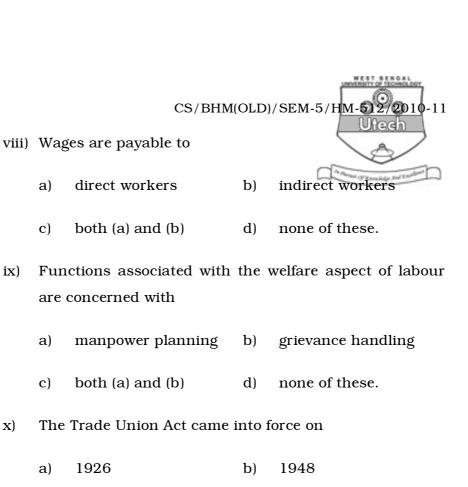   c)   controlling   d)   optimisation.

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iv) HRIS is an example of

    a) executive information system

    b) transaction processing system

    c) expert system

    d) artificially intelligent system.

v) Job analysis is done to

    a) reduce the number of employees

    b) reward the employees

    c) identify the task and skill

    d) none of these.

vi) Interview is a method of

    a) recruitment   b) selection

    c) both (a) and (b)   d) none of these.

vii) The activity of measuring employee's performance is known as

    a) performance appraisal

    b) performance assessment

    c) both (a) and (b)

    d) none of these.

viii) Wages are payable to

    a)   direct workers   b)   indirect workers

    c)   both (a) and (b)   d)   none of these.

ix) Functions associated with the welfare aspect of labour are concerned with

    a)   manpower planning   b)   grievance handling

    c)   both (a) and (b)   d)   none of these.

x) The Trade Union Act came into force on

    a)   1926   b)   1948

    c)   1980   d)   none of these.

GROUP – B
(Short Answer Type Questions)
Answer any *three* of the following.   3 × 5 = 15

2. State the main objectives of organisational development.

3. Distinguish between job description and job specification.

4. Mention the main benefits of Human Resource Development.

5. Define the concept of Manpower Inventory. Give example.

6. Define future personnel needs. Give example.

GROUP – C

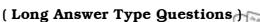### (Long Answer Type Questions)

Answer any *three* of the following.   3 × 15 = 45

7. Explain the concept of Human Resource Accounting. Mention the advantages and limitations of it.   2 + 7 + 6

8. What is Human Resource Information System (HRIS) ? Explain the main objectives of it. Why is it important ?

          3 + 10 + 2

9. What do you mean by Human Resource Development ? Point out the emerging trends in HRD with special reference to service industry. Give example.   2 + 13

10. Define job evaluation. State the different methods and techniques of job evaluation.   2 + 13

11. Define the concept of training. Explain the different methods of on-the job and off-the job training. Highlight which is more effective.   2 + 10 + 3