| | Utech |
|---------------------------|-------------------------------------|
| Name : | |
| Roll No.: | To Specially Exercising and Explana |
| Invigilator's Signature : | |

CS/HM/SEM-5/BHM-505/2011-12 2011

HUMAN RESOURCE MANAGEMENT

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 any ten of the following: $10 \times 1 = 10$
 - i) VRS takes place
 - a) when there is surplus of employees in an organization
 - b) when there is shortage of employees in an organizaion
 - c) when retraining takes place in an organization
 - d) none of these.
 - ii) Selection is a
 - a) negative action
 - b) positive action
 - c) comprehensive action
 - d) none of these.

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| iii) | | "develop the person | in | the | role" organization | |
|-------|--------------------------------------|--------------------------|-------|------------------------|--------------------|--|
| | conduct | | | | | |
| | a) | Recruitment | b) | Jo | b rotation | |
| | c) | Training | d) | no | ne of these. | |
| iv) | Wh | ich one is not under Ma | nag | erial function of HRM? | | |
| | a) | Planning | b) | Or | ganizing | |
| | c) | Controlling | d) | Co | ompensation. | |
| v) | Wh | ich is not under operati | ve fu | ınction of HRM ? | | |
| | a) | Procurement | b) | Di | recting | |
| | c) | Development | d) | In | tegration. | |
| vi) | Rec | cruitment is a | | | | |
| | a) | process | b) | me | ethod | |
| | c) | both (a) and (b) | d) | no | ne of these. | |
| vii) | Wo | rk environment may be | divi | vided into | | |
| | a) | Physical environment | | | | |
| | b) | Mental environment | | | | |
| | c) | Social environment | | | | |
| | d) | All of these. | | | | |
| viii) | Trade Union is clearly defined under | | | | | |
| | a) | a) Trade Union Act 1926 | | | | |
| | b) | Trade Union Act 1946 | | | | |
| | c) | Trade Union Act 1934 | | | | |
| | d) | Trade Union Act 1919 | • | | | |



- ix) Training is a
 - a) short term affair
 - b) long term affair
 - c) both (a) and (b)
 - d) none of these.
- x) The aim of the Performance Appraisal is
 - a) to retrench people
 - b) it has no significance
 - c) finding deficiency in performance
 - d) overall development.
- xi) E-Learning is
 - a) on-the-job training
 - b) not a training
 - c) grid Training
 - d) off-the-job training.

GROUP - B

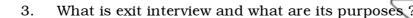
(Short Answer Type Questions)

Answer any *three* of the following.

 $3 \times 5 = 15$

2. Differentiate between job description, job specification and job analysis.

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- 4. What is Manpower Planning?
- 5. Differentiate between wage & salary.

GROUP - C

(Long Answer Type Questions)

Answer any *three* of the following. $3 \times 15 = 45$

- 6. What is induction programme? How is induction programme important for an employee when he/she joins a hospital?
- 7. a) Define the concept of Motivation.
 - b) How does morale differ from job satisfaction?
 - c) How do you explain the interrelationship between morale, motivation and productivity? 2 + 4 + 9
- 8. a) Define Performance Appraisal.
 - b) Why is it necessary in a hospital?
 - c) Explain the various steps involved in performance appraisal process. 2 + 5 + 8
- 9. Discuss the process of forming (registering) a Trade Union.

 Discuss the need of Trade Union. What is your view in having a Trade Union in a health care institution? Discuss.

7 + 4 + 4

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