

PARUL UNIVERSITY
FACULTY OF COMMERCE

B.Com. (Hons) Summer 2018 – 19 Examination

Semester: 1

Subject Code: 16100103

Subject Name: Human Resource Management

Date: 20/04/2019

Time: 10:30 am to 01:00 pm

Total Marks: 60

Instructions:

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.
4. Start new question on new page.

Q.1 Do as directed.**A) Multiple choice type questions. (Each of one mark) (06)****1. Which of the following factors state the importance of the Human Resource Planning?**

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|---------------------------------------|-----------------------------|
| a) Creating highly talented personnel | b) International strategies |
| c) Resistance to change and move | d) All of the above |

2. Which of these is the purpose of recruitment?

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|--|--|
| a) Make sure that there is match between cost and benefit | b) Help increase the success rate of the selection process by reducing the number of visibly under qualified or over qualified job applicants. |
| c) Help the firm create more culturally diverse work – force | d) None of the above |

3. Which mode of recruitment is through advertisements, newspapers and want ads?

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|---------------|----------------------|
| a) Direct | b) Indirect |
| c) On payroll | d) None of the above |

4. Which of the following is NOT a function normally performed by HR department?

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|-------------------|------------------------------|
| a) Accounting | b) Recruitment and Selection |
| c) Pay and Reward | d) Employee Relations |

5. Which of these is a difficulty to effective training?

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|-----------------------------|--|
| a) Career planning workshop | b) Aggregate spending on training is inadequate or very less |
| c) Mentoring | d) Career counselling |

6. Human Resource Management is primarily concerned with _____

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|-------------------------|-------------------------|
| a) Sales | b) Dimensions of people |
| c) Abundance of capital | d) External Environment |

B) Definitions / One-liners / Terms. (Each of one mark) (06)

1. Human Resource Information system
2. Human Resource Planning
3. Recruitment
4. Selection
5. Training
6. Development

Q.2 Numerical / Short Note Questions. (Each of 04 mark) (12)

1. What are the basic steps in interview process?
2. Sources of Internal Recruitment
3. Write down the objectives of Human Resource Planning?

Q.3 Answer the following. (Any Three) (18)

1. Portray the Matching Model in detail
2. Clarify the On-the-job Methods executive development techniques.
3. What are the functions of Human Resource Management?
4. Explain the advantages of training to the organization and employees

Q.4 Answer the following. (Any two) (18)

1. Write a detailed note on 'Harvard Model'.
2. Validate the steps involved in recruitment process
3. Express the Off-The-Job-Methods of executive development procedure.