

Seat No: _____

Enrollment No: _____

PARUL UNIVERSITY
FACULTY OF MANAGEMENT
BBA Summer 2018 - 19 Examination

Semester: 3

Subject Code: 06101202

Subject Name: Human Resource Management-I

Date: 03/05/2019

Time: 10:30am 01:00pm

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.

Multiple choice type questions/Fill in the blanks. (Each of 1 mark)

(05)

1. Rearrange the following steps involved in the Human resource planning process in proper order

- A. HR Programming
- B. HR Demand Forecast
- C. Environmental Scanning
- D. Control and evaluation of Programme
- E. Surplus - restricted hiring
- F. HRP implementation
- G. HR supply forecast
- H. Organisational objectives and Policies
- I. Shortage - Recruitments and Selection

- a) ABCDEFGHI
- b) CHBGAFDEI
- c) IHDEBCAFG
- d) IHGFEDCBA

2. The poor quality of selection will mean extra cost on _____ and supervision.

- a) Training
- b) Recruitment
- c) Work quality
- d) None of the above

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

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

4. Series of positions that a person occupies throughout life regarding job is classified as

- a) organization planning
- b) careers
- c) career planning
- d) learning plans

5. -In which evaluation method, the evaluator is asked to describe the strong and weak aspects of the employee's behaviour

- a) Graphic rating scale
- b) Forced choice
- c) Essay evaluation
- d) Management by Objective

B). Define the following. (Each of 1 mark)

(05)

1. Job Enlargement

2. Job Rotation

3. HRM

4. Demand Forecasting

5. Halo Effect

C). Direct questions. (Each of 1 mark)

(05)

1. Orientation
2. List out External sources of Recruitment
3. Explain Any one Types of interview
4. Explain Any one Types of Transfer
5. Define the term MBO

Q.2 Answer the following questions.

A). Write a note on Demand Forecasting methods of HRP (07)

B). Define the term on-the-Job training. Explain different Methods of Training (08)

Q.3 Answer the following questions.

A). What is Job analysis? Explain any Four methods of Job analysis (07)

B). What is Separation? Explain different types of Separation? (08)

Q.4 Attempt any two questions. (Each of 7.5 mark) (15)

1 Define the term: Selection. Explain different types of selection test

2 Write a note on Recruitment Process

3 Write a note on Career Planning Process.

4 Performance Management system is an inherent weakness in the form of bias and stereotyping of employees. Organization may attempts to improve the objectivity in the system is not eliminate bias completely. Modern Methods such as 360-degree appraisal are not only trying to aggregate the subjectivity in the judgement rather than to eliminate them.

Critically Examine the above statement: when in the view are the possible methods to improve the objectivity in the performance management system.