REV-00 BCM/05/08

7

B.Com

SECOND SEMESTER

HUMAN RESOURCE PLANNING AND DEVELOPMENT

BCM-205 B

Duration: 3 Hrs.

PART : A (OBJECTIVE) = 20 PART : B (DESCRIPTIVE) = 50

Duration: 2 Hrs. 40 Mins.

Marks: 50

Marks: 70

[PART-B : Descriptive]

[Answer question no. One (1) & any four (4) from the rest]

- "Relevance of human resource accounting and human resource audit in present modern business world is innumerable". In this context, cite few instances considering public as well as private sector in India.
- What is executive development? What is the objective of executive development? Discuss the methods of executive development.
 2+3+5=10
- What do you mean by employee turnover? What are the causes of employee turnover? What remedies are available to curb the menace of employee turnover? 2+3+5=10
- Explain the concept of quality circles. Write a brief note on importance of quality circles in organizations. 2+8=10
- What is Human Resource Information System (HRIS)? What are the steps involved in developing a sound HRIS.
 2+8=10
- Why performance appraisal for employees is necessary? Discuss the various modern methods of performance appraisal system. 2+8=10

. Distinguish between:	5+5=10
a. Human resource planning and development	
b. Promotion and transfer	

8. Write short notes on:	5+5=10
a. Stages in career development	
b. Employee counseling	

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REV-00 BCM/5/8

B.Com SECOND SEMESTER HUMAN RESOURCE PLANNING AND DEVELOPMENT BCM-205 B

Duration: 20 Mints

Marks: 20

b. Profit maximization

[PART-A : Objective]

Choose the correct answer from the following:

1×20=20

1. The focus of human resource management in comparison to personnel management is on:

- a. Organizational interest
- c. Development of individuals
- d. Expansion and growth

2. The process by which an organization ensures right number and kind of people at right place at right time is called

- a. Human resource development
- b. Human resource planning
- **c.** Demand forecasting
 - d. Supply forecasting

a. Reduced labor costs

3. Manpower planning results in:

- b. Identification of training needs of employees c. Formulating succession plan
- d. All of the above

4. Demand forecasting for employee planning requires:

a. Employment trends c. Both a and b b. Replacement needsd. None of the above

5. In case there is surplus manpower, the organization should adopt the strategy of:

a. Redeploymentc. Redundancy

b.VRS **d.** None of the above

6. Workload analysis is a technique of:



a. Demand forecastingc. Managerial judgement

b. Supply forecastingd. Statistical analysis

7. The difficulties in manpower planning is due to:
a. Lack of coordination
b. Insufficient top management support
c. Lack of planning

d. All of the above

8. The process of measuring costs associated with recruiting, selecting, training, placing and developing the employees of an organization is called:

- a. Human resource planning
- b. Human resource accounting
- c. Quality circles
- d. Human resource development

9. Training needs can be identified through the following types of analysis:

- a. Organizational analysisb. Task analysisc. Human resource analysis
- d. All of the above

10. Management by Objective (MBO) was introduced in 1954 by:

a. Peter Drucker c. J P Guilford

b. Robert Owen
d. F W Taylor

11. The exploration stage of career development is featured by:

- a. Transition from college to workb. Getting settled on a job
- c. Stagnation
- d. Stepping out of the limelight

12. Career goals denote:

- a. All jobs held in one's working life
- b. Future positions one tries to reach as part of a career
- c. Series of right moves
- d. Advising employees on setting career goals

13. Techniques of data collection for job analysis includes:

- a. Personal interview
- b. Observation
- c. Diary or log method
- d. All of the above

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- 14. Which among the following is a modern method of performance appraisal?
 - a. Critical incidents method

b. Check lists

c. Behaviorally anchored rating scales d. Ranking method

15. Objectives of human resource development is/are:

- a. Develop constructive mind
- b. Develop overall personality
- c. Strengthen superior-subordinate relationship d. All of the above

16. First step in human resource development is:

a. Determining development approaches

- c. Identifying capabilities

b. Formulate HR plans

d. Develop human resources

17. The immediate product of job analysis is/are:

- a. Job description
- b. Job specification
- c. Both a and b
- d. Job enrichment

18. Human resource information system records and disseminates information on:

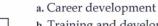
a. Transfers

- **b.** Promotions c. Compensation
- d. All of the above

19. JIT stands for:

- a. Job Instruction Training
 - b. Job Induced Training c. Job Instruction Trainer d. Job Induced Trainer

20. Human resource development aims at:



- b. Training and development
- c. Education and learning

d. All of the above

UNIVERSITY OF SCIENCE & TECHNOLOGY, MEGHALAYA

	per CUM Answer Sheet	Serial no. of the mai
[PAR'	Γ (A) : OBJECTIVE]	Answer sneet
Course :		
Gemester :	Roll No :	
Enrollment No :	Course code :	
Course Title :		· · · · · · · · · · · · · · · · · · ·
Gession : 2016-17	Date :	
Instr	uctions / Guidelines	
> The paper contains twenty (20) /		
 The student shall write the answer The student shall not overwrite such act. 	r in the box where it is provided. / erase any answer and no mark shal	1 be given for
 Hand over the question paper of (20 minutes / 10 minutes) to the it 	cum answer sheet (Objective) within the nvigilator.	e allotted time
(20 minutes / 10 minutes) to the i		

Scrutinizer's Signature

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