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4 (Sem-1) HRMN (M1)

2012

## HUMAN RESOURCE MANAGEMENT

(Major)

Full Marks – 80

Time – Three hours

The figures in the margin indicate full marks for the questions.

Choose the correct answer :  $1 \times 10 = 10$

- (a) Which one of the following is not a managerial function of an HRM Manager ?
- (i) Planning
  - (ii) Motivation
  - (iii) Organising
  - (iv) Controlling

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(b) The type of interview which consists of a predetermined checklist of questions is known as :

- (i) Behaviourial interview
- (ii) Unstructured interview
- (iii) Stress interview
- (iv) Structured interview.

(c) Induction helps an employee to :

- (i) Initiate the new employee to the organisation
- (ii) Know job duties
- (iii) Know co-workers
- (iv) All the above.

(d) Sensitivity training involves

- (i) T-groups
- (ii) Lectures
- (iii) Simulations
- (iv) Role playing.

(e) Under the Rowan system of payment of wages

- (i) Standard time and rate per hour are fixed
- (ii) Standard time is variable but rate per hour is fixed
- (iii) Standard time is fixed but rate per hour is variable
- (iv) None of the above.

(f) Which one of the following is not a fringe benefit ?

- (i) Vacation
- (ii) Uniform.
- (iii) Pension plans
- (iv) Overtime wages.

(g) BARS is a method of

- (i) Confidential records
- (ii) Performance appraisal
- (iii) Management by objectives
- (iv) All the above.

(h) Where staffing decisions are made at the organisation's headquarters it is known as :

- (i) Geocentric staffing
- (ii) Polycentric staffing
- (iii) Ethnocentric staffing
- (iv) Regiocentric staffing.

(i) JCQ refers to :

- (i) Job Cost Quality
- (ii) Job Compatibility Questionnaire
- (iii) Job Cost Quantity
- (iv) None of the above.

(j) The process of collecting information about a job is known as :

- (i) Job description
- (ii) Job specification
- (iii) Job analysis
- (iv) None of the above.

2. Write very short answers (within 30 words) to any *five* questions : 2×5=10

- (i) What is the Halo Error ?
- (ii) What is 'Placement' ?
- (iii) Give three prerequisites for Human Resource Management.
- (iv) Name three internal forces which influence human resource activities.
- (v) What is a virtual organisation ?
- (vi) What is work force diversity ?
- (vii) What is an exit interview ?

3. Write short answers on any *four* of the following (within 100 words) : 5×4=20

- (i) Describe briefly the different external sources of recruitment.
- (ii) What are the limitations of job evaluation ?
- (iii) Discuss the concept of International Human Resource Management.
- (iv) Briefly describe the concept of Total Quality Management.

(v) Describe the various methods of wage payment.

(vi) What are fringe benefits? Describe.

4. Describe the status and qualities of a Human Resource manager with special reference to the plantation industry. 10

Or

Discuss the significance, functions and challenges of Human Resource Management. 10

5. What factors determine the recruitment policies and programmes in an organisation? Describe. 10

Or

Describe the various types of interviews held in the selection process. What common problems crop up during the interview process? Describe. 6+4=10

6. What are the different methods and limitations of job evaluation? Discuss. 5+5=10

Or

Describe the essentials of a good incentive plan. Why should it consist of both monetary and non-monetary incentives? Discuss. 10

7. Write briefly on any *two* of the following : 5×2=10

(i) Down sizing

(ii) Learning organisation

(iii) Entry of foreign workers in India

(iv) Globalisation and Human Resource Management.