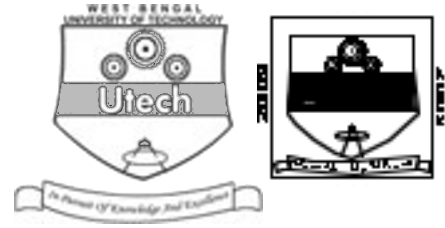


# HUMAN RESOURCE DEVELOPMENT ( SEMESTER - 2 )

CS/MHA/SEM-2/MHA-203/09



1. ....  
Signature of Invigilator

2. ....  
Signature of the Officer-in-Charge

Reg. No.

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Roll No. of the Candidate

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CS/MHA/SEM-2/MHA-203/09

ENGINEERING & MANAGEMENT EXAMINATIONS, MAY – 2009

## HUMAN RESOURCE DEVELOPMENT ( SEMESTER - 2 )

Time : 3 Hours ]

[ Full Marks : 70

### INSTRUCTIONS TO THE CANDIDATES :

- This Booklet is a Question-cum-Answer Booklet. The Booklet consists of **32 pages**. The questions of this concerned subject commence from Page No. 3.
- In **Group – A**, Questions are of Multiple Choice type. You have to write the correct choice in the box provided **against each question**.
  - For **Groups – B & C** you have to answer the questions in the space provided marked 'Answer Sheet'. Questions of **Group – B** are Short answer type. Questions of **Group – C** are Long answer type. Write on both sides of the paper.
- Fill in your Roll No. in the box** provided as in your Admit Card before answering the questions.
- Read the instructions given inside carefully before answering.
- You should not forget to write the corresponding question numbers while answering.
- Do not write your name or put any special mark in the booklet that may disclose your identity, which will render you liable to disqualification. Any candidate found copying will be subject to Disciplinary Action under the relevant rules.
- Use of Mobile Phone and Programmable Calculator is totally prohibited in the examination hall.**
- You should return the booklet to the invigilator at the end of the examination and should not take any page of this booklet with you outside the examination hall, **which will lead to disqualification**.
- Rough work, if necessary is to be done in this booklet only and cross it through.

**No additional sheets are to be used and no loose paper will be provided**

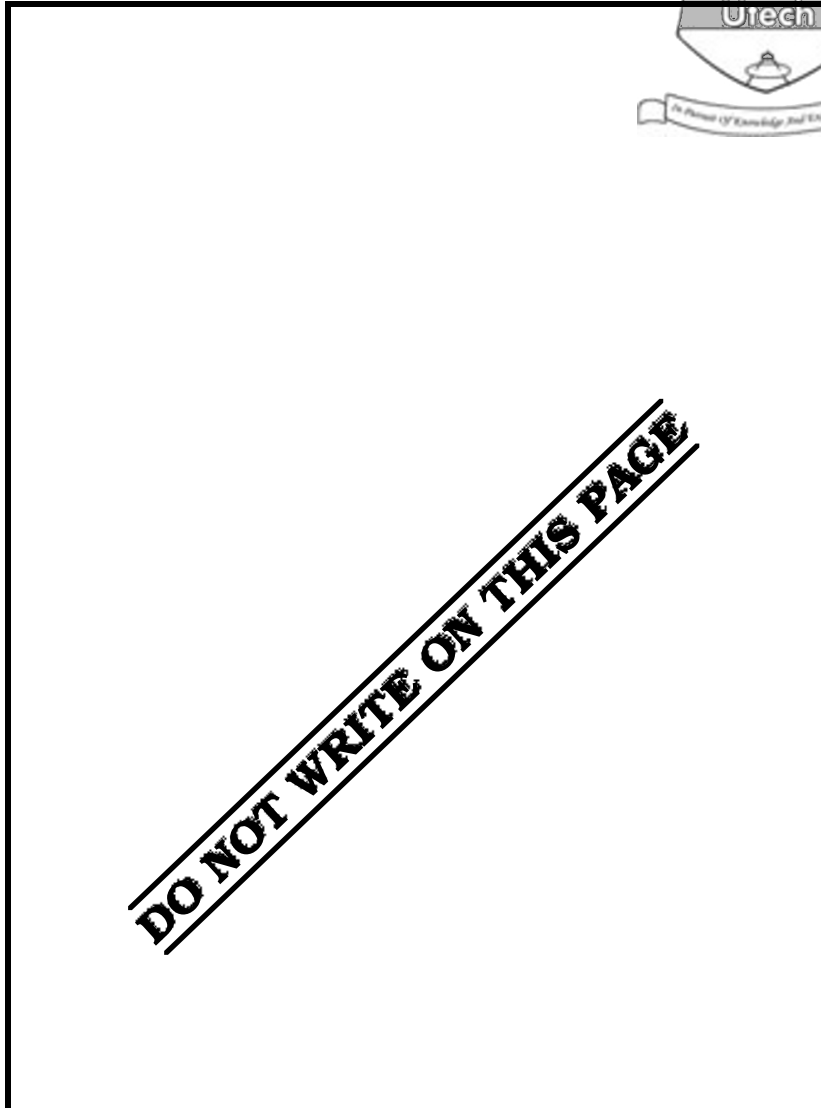
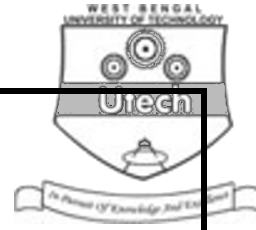
### FOR OFFICE USE / EVALUATION ONLY

Marks Obtained

Question Number	Group – A					Group – B					Group – C					Total Marks	Examiner's Signature
Marks Obtained																	

.....  
Head-Examiner/Co-Ordinator/Scrutineer

**33003 (30/05)**





ENGINEERING & MANAGEMENT EXAMINATIONS, MAY – 2009  
HUMAN RESOURCE DEVELOPMENT  
SEMESTER - 2



Time : 3 Hours ]

[ Full Marks : 70

GROUP - A

( Multiple Choice Type Questions )

1. Choose the correct alternatives for any *ten* of the following : 10 × 1 = 10
- i) All of these are selection methods *except*
    - a) Aptitude tests
    - b) Interviews
    - c) Employee discussions
    - d) Advertising.
  
  - ii) The systematic process of making job valuation determinations about a job based upon its contents and the way in which it actually functions within the organisation is called
 

a) Job evaluation	b) Job determination
c) Job analysis	d) Job grading. <span style="float: right;"><input type="checkbox"/></span>
  
  - iii) Halo effect is an error in
 

a) Interview	b) Advertising
c) Job design	d) None of these. <span style="float: right;"><input type="checkbox"/></span>
  
  - iv) In case of ..... disciplinary procedure, the employer settles all the employee dues.
 

a) resignation	b) discharge
c) dismissal	d) all of these. <span style="float: right;"><input type="checkbox"/></span>
  
  - v) Plans to identify employees who need to be transferred, trained or relocated because of technical obsolence or overstuffing is
 

a) Redeployment	b) Downsizing
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- c) Appraisal d) none of these.
  
- vi) Development 
  - a) is short term in nature
  - b) is a luxury for most organisations
  - c) aims at improving the total personality of a manager
  - d) is an informal activity.
  
- vii) Performance appraisal serves as building block for 
  - a) Recruitment b) Career planning
  - c) Man-power planning d) Selection
  - e) Job analysis.
  
- viii) Critical Incidence Report is a form of 
  - a) development programmes
  - b) performance appraisals
  - c) compensation evaluations
  - d) training methods.
  
- ix) In an incentive plan, worker pay is determined by 
  - a) management b) profits
  - c) seniority d) cost of living
  - e) Performance.
  
- x) According to the Labour Bureau, GOI, the highest level of wage which should enable the worker to provide for himself and his family not merely the basic essentials of food, clothing and shelter but a measure of frugal comfort, is categorized as 
  - a) fair wages b) living wages
  - c) minimum wages d) none of these.
  
- xi) Which of the following is not an off-the-job training, method ?

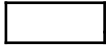
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5

- a) Vestibule training
- c) Job rotation

- b) In-basket method
- d) None of these



**GROUP - B**

**( Short Answer Type Questions )**

Write short notes on any *three* of the following questions.

3 × 5 = 15

- 2. HRIS
- 3. Demand forecasting
- 4. BARS
- 5. HR Audit
- 6. Succession planning.

**GROUP - C**

**( Long Answer Type Questions )**

Answer any *three* questions.

3 × 15 = 45

- 7. Describe the different performance appraisal techniques used by Indian Organisations.
- 8. What is compensation management ? What is the difference between incentives and benefits ? Explain some of the individual and group incentive schemes in operation in Industries. 3 + 3 + 9
- 9. 'Job analysis is the most basic personal activity.' — Discuss. Write down the job description of a Medical Records Officer ( MRO ) in a Tertiary Care Hospital located in Jamshedpur and having branches in other four Metros in India. 8 + 7
- 10. Why is it important for a company to make, HR a competitive advantage ? What is the relevance of HRP for any organisation ? Analyse the importance of recruitment procedure in the light of HRP policies of an organisation. 4 + 3 + 8

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END