(50) **SARDAR PATEL UNIVERSITY**
Examination, MHRM – I Semester
Day: Friday   Date: 15-11-2013
Session : Morning Time: 10:30 a.m. To 01:30 p.m.
Subject Code: PA01CHRM01
Subject: Introduction to Human Resource Management

Total Marks: 70 Marks

Q.1 Attempt all the questions.   **Marks: 10**

1. Which of the following is a method of on-the-job training?
a) Coaching   b) Interview   c) Laboratory training   d) Sensitivity Training

2. _____ means assigning average rating to all the employees in order to avoid commitment.
a) Constant Error   b) Personal Bias   c) Stereotyping   d) Central Tendency

3. Which of the following is a procurement function?
a) Bonus   b) Wages   c) Selection   d) Training

4. _____ is determination of the job to which an accepted candidate is to be assigned and his assignment to that job.
a) Induction   b) Placement   c) Training   d) Recruitment

5. Which of the following is the modern method of performance appraisal?
a) Ranking   b) Assessment Centre   c) Checklist   d) Graphic Rating

6. _____ means adding more and different task to a specialized job to provide greater variety.
a) Job Design   b) Job Analysis   c) Job Enlargement   d) Job Enrichment

7. In BARS method, A stands for _____
a) Aptitude   b) Assessment   c) Anchored   d) Analysis

8. The Factories Act was enacted in the year _____
a) 1948   b) 1958   c) 1938   d) 1968

9. _____ method involves identified the right people in rival companies, offering them better terms and luring the away.
a) Hiring   b) Retention   c) poaching   d) Downsizing

10. _____ is an objective assessment of an individual's performance against well defined benchmarks.

a) Evaluation b) Potential Appraisal c) Performance Appraisal   d) Balance scored card

Q.2 Define HRM. Elaborate various functions of HRM.   Marks: 15

OR

Q.2 Define Training. Describe the methods of training and development.

Q.3 Define Recruitment. Explain various sources of recruitment with relevant examples.

OR   Marks: 15

Q.3 Define Job Analysis. Discuss various methods of collecting job data.

Q.4 Define Performance Appraisal. Discuss methods of performance appraisal.   Marks: 15

OR

Q.4 Define Selection. Elaborate selection procedure with suitable examples.

Q.5 Write Short Note (Any Two)   Marks: 15

1. Recent trends in HRM
2. Performance Counseling
3. Induction
4. Placement

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