

[11]

SEAT No. _____

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8

SARDAR PATEL UNIVERSITY
MSW (HR) IInd SEMESTER EXAMINATION- 2019

Subject: Principles of Human Resource Management

Date: 22/03/2019

Day: Friday

Subject Code: PA02CSHR22

Time: 10:00am to 01:00pm

Total Marks: 70

Q.1 Multiple Choice questions

10

1. _____ is the process of collecting job related information.
(A) Job Analysis (B) Job Design (C) Job Evaluation (D) Job Specification
2. Which of the following detail is mentioned in Job Specification?
(A) Material & Forms Used (B) Location (C) Hazards (D) Physical Skills
3. Which one of the following is an alternate term used for Performance Appraisal?
(A) Quality & Quantity of Output (B) Job Knowledge
(C) Employee Assessment (D) Employee's Motivation
4. _____ is an off-the-job training method.
(A) Television (B) Job Rotation (C) Orientation (D) Coaching
5. Human Resource Management differs from Personnel Management in _____.
(A) Definition & Functions (B) Scope & Orientation
(C) Functions & Objectives (D) None of these
6. Human Resource Management refers to _____.
(A) Concepts & Techniques used in leading people at work (B) All managerial level activities
(C) Management techniques for controlling people at work (D) The Management of People in Organization
7. _____ is an arming process of employees of organization with technology tools to get jobs done.
(A) Workplace Flexibility (B) Work-hour Flexibility (C) Work Week Flexibility (D) Contributory Flexibility
8. _____ is the process in which a new employee is integrated into the organization by making him/her aware of his place of work, team members, his immediate reporting managers, the business in general, the policies, working hours, etc.
(A) Job Enhancement (B) Job Orientation (C) Job Enrichment (D) Job Enlargement
9. A 'quantitative technique' in job evaluation processes is _____.
(A) Job Classification (B) Ranking Method (C) Aligned Reward Strategy (D) Point Method
10. Human Resource Planning is a part of _____ function of the organization.
(A) Operational (B) Managerial (C) Analytical (D) Planning

①

(P.T.O.)

Q.2 Define Human Resource Management & discuss its functions. **15**

OR

Q.2 Write a detailed note on Recruitment & Selection.

Q.3. Define Job Evaluation & explain its process & methods. **15**

OR

Q.3 Write a detailed note on Training & Development.

Q.4 Define Performance Appraisal & discuss its methods in detail **15**

OR

Q.4 Define Human Resource Planning & explain its objectives & process.

Q.5 Write short notes (Any Two) **15**

1. Role of HR Professional
2. Human Resource Information System
3. Performance Management System
4. Wage & Salary Administration

