

Roll No. ....

## **MS–301/HR–2302**

### **Human Resource Planning**

Master of Business Administration/P. G. Diploma  
in Human Resource Management

(MBA-10/12/13/16/17/PGDHRM-10/16/17)

Third/First Semester, Examination, 2018

**Time : 3 Hours**

**Max. Marks : 80**

**Note :** This paper is of **eighty (80)** marks containing **three (03)** Sections A, B and C. Learners are required to attempt the questions contained in these Sections according to the detailed instructions given therein.

#### **Section–A**

#### **(Long Answer Type Questions)**

**Note :** Section ‘A’ contains four (04) long answer type questions of nineteen (19) marks each. Learners are required to answer *two* (02) questions only.

1. The current business environment has become so turbulent that organizations must plan their human resources. Explain reasons why organizations are more keen on human resource planning ?

**(B-66) P. T. O.**

2. “Performance appraisal is not merely for appraisal but is for accomplishment and improvement of performance.” Explain. Describe the meaning of performance appraisal and the challenges of performance appraisal.
3. What is promotion policy ? Describe the essentials of a sound promotion policy. How would you give due weightage to seniority and merit to promotion policy ? Explain.
4. How will you evaluate the effectiveness of a self development programme ? If it is not effective, what steps will you take to make it effective ?

### Section-B

#### (Short Answer Type Questions)

**Note :** Section ‘B’ contains eight (08) short answer type questions of eight (08) marks each. Learners are required to answer *four* (04) questions only. Answns of these questions must be restricted to two hundred fifty (25) words approximately.

Briefly discuss any *four* (04) of the following :

1. Psychological and Behavioural issues in Human Resource Planning.
2. Importance of Selection in Organizations.
3. Need for Succession Planning in Organizations.
4. Various Guidelines for Effective Human Resource Planning.

5. Distinguish between Apprenticeship Training and Vestibule Training.
6. Pre-requisites for Introducing Human Resource Information System (HRIS) in an organization.
7. Ethical issues involved in Job Design and Job Analysis.
8. Various steps involved in Human Resource Accounting.

### **Section-C**

#### **(Objective Type Questions)**

**Note :** Section 'C' contains ten (10) objective type questions of one (01) mark each. All the questions of this section are compulsory.

Fill in the blanks with appropriate words or phrases :

1. Human resource planning facilitates the realization of the ..... .
2. When planning for employment requirements, what must be forecasted..... ?
3. The primary objective of recruitment and selection process is to hire the best individuals at ..... .
4. Increasing the number and variety of tasks assigned to job is called..... .

5. A written statement of policies and principles that guides the behavior of all employees is called .....

Which of the following statements is True/False ?

6. The main objective of human resource planning is analyzing the past requirements. (True/False)
7. Human resource planning process is implemented within an organization continuously. (True/False)
8. Sales forecasting is the process of estimating the quantity and quality of people required to meet future needs of the organization. (True/False)
9. Human resource management is employer oriented. (True/False)
10. In an organization, research efforts that are made to evaluate current structure of human resource management are classified as human resource assessment. (True/False)