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SEAT No. _____

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SARDAR PATEL UNIVERSITY

EXTERNAL EXAMINATION, NOVEMBER – 2017

PA03ESHR17: HUMAN RESOURCE PLANNING

MSW(HR) (SEMESTER - 3)

DATE: 09-11-2017

TIME: 2.00 PM TO 5.00 PM

DAY: THURSDAY

TOTAL MARKS: 70

Q. 1 MULTIPLE CHOICE QUESTION. (Attempt All)

10 marks

1. Human resource planning must be directed towards clear and well-defined objectives.

- a. True b. False c. Can't Say

2. _____ is/are the importance of HRP.

- a. Replacement of Persons b. Labour Turnover c. Expansion Plans d. All

3. Human Resource Policies is come under _____ factors of HRP.

- a. Internal b. External c. Both d. None

4. HRIS's motto is to improve the efficiency with which data about the employees and HR activities are compiled.

- a. True b. False c. Can't Say

5. Job design is a systematic way to gather and analyze information about the content, context, and human requirement of jobs.

- a. True b. False c. Can't Say

6. _____ is/are the method/s of Job analysis.

- a. Observation b. Questionnaire c. Interview d. All

7. _____ is/are the approach/s of Job Design.

- a. Job Rotation b. Job Enrichment c. Job Enlargement d. All

8. _____ is a process of identifying and measuring data about human resources and communicating this information to interested parties.

- a. HR Accounting b. HRP c. HRD d. HR audit

(1)

(P.T.O.)

9. _____ is a process which involves assimilation of new joinee into the organization to rehabilitate him at the new workplace and provided with basic information about the company.

a. Orientation b. Induction c. Selection d. Recruitment

10. _____ refers to an examination and evaluation of policies, procedures and practices to determine the effectiveness of personnel management.

a. HR Accounting b. HRP c. HRD d. HR audit

Q.2 Define HRP. Explain in detail the importance and Factors of HRP with examples.

15 marks

OR

Q.2 Define Job Analysis. Write in detail the process and methods of collecting Job Data.

Q.3 Define Selection. Discuss in detail the process of selection with practical illustration.

15 marks

OR

Q. 3 Define Recruitment. Describe in detail the process of recruitment with relevant examples.

Q.4 Define HRIS and HR Audit. Explain in detail the Importance of HRIS and HR Audit with examples.

15 marks

OR

Q.4 Define Job Design. Write in detail the approaches of Job Design and methods of job Evaluation.

Q. 5 Write the Short Notes. (Any Two)

15 marks

1. Orientation – Meaning and Importance

2. Career and Succession Planning

3. Case Studies on HRP (Any three)

4. Strategic Planning – Importance and Process

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(2)