



UTTARAKHAND OPEN UNIVERSITY, HALDWANI (NAINITAL)

उत्तराखण्ड मुक्त विश्वविद्यालय, हल्द्वानी (नैनीताल)

***PGDHRM 1<sup>ST</sup> Semester Assignment***

***Last date of Submission- 15 January 2011.***

**Programme Name- PGDHRM-10 Programme Code-PGDHRM-10**

**Course Name- HUMAN RESOURCE PLANNING Course Code:HR-2302**

**Section - A**

Section 'A' contains 08 short answer type questions of 5 marks each. Students are required to answer 4 questions only. Answers of short answer-type questions must be restricted to 250 words approximately.

**Briefly discuss the following :**

**Q1.** Essentials for formulating HR policies.

**Q2.** Human Resource Planning and identify its importance with an example from your life?

**Q3.** Human Resource Information System (HRIS) is an important tool in Human Resource Planning (HRP).

**Q4.** Performance = f (ability, motivation, environment) or Perf = f (A, M, E).

**Q5.** Ranking System and Grade System of Job description with example.

**Q6.** The relationship between HRP, Recruitment and Selection.

**Q7.** Performance Appraisal is an important tool of HR managers.

**Q8.** Multi-Skilling is required in organisations, describe in connection to competency mapping?

**Section - B**

Section 'B' contains 04 long answer-type questions of 10 marks each. Students are required to answer 02 questions only.

**Q1.** Visit your nearest organisation and collect the data regarding the Performance Appraisal system of that organisation and compare your conclusions with the other methods of Performance Appraisal you have studied.

**Q2.** Suppose you are a HR manager in an organisation, what are the HRM strategies you will adopt for organisational development and why?

**Q3.** In present time of Liberalisation, Privatisation and Globalisation how necessary is 'Career Planning' in an organisation and why? Illustrate.

**Q4.** What is Interview? Define different types of interview methods and also explain being an interviewer which method you will adopt? Give example in support of your answer.

