

**UTTARAKHAND OPEN UNIVERSITY, HALDWANI (NAINITAL)**



उत्तराखंड मुक्त विश्वविद्यालय हल्द्वानी (नैनीताल)

**Programme Name-MBA-Third Semester/PGDHRM-First Semester**

**Programme Code- MBA-13 /PGDHRM-10**

**Course Name-Human Resource Planning**

**Course Code- HR-2302**

**Maximum Marks-40**

**Session -2015-16, Summer**

**Last Date of Submission: 31<sup>st</sup> January, 2016**

**Section-A**

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

**Discuss the following (1-8) –**

1. Objectives of HRP.
2. Human Resource Accounting.
3. Planned interview and exit interview.
4. Objective of Human Resource Audit.
5. Career planning and succession planning.
6. Job Analysis.
7. Training and development.
8. Job enrichment and job enlargement.

**Section-B**

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

1. What do you understand recruitment? Explain the internal and external sources of recruitment?
2. Define Human Resource Planning? Discuss the importance of HRP for any organization.
3. What do you mean by performance appraisal? Discuss the need for performance appraisal.
4. Define job evaluation. Elaborate the process of job evaluation.