

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



उत्तराखण्ड मुक्त विश्वविद्यालय हल्द्वानी (नैनीताल)

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

Programme Code- MBA-13 /PGDHRM-10

Course Name-Human Resource Planning

Course Code- HR-2302

Maximum Marks-40

Session -2016-17, Summer

Last Date of Submission: 15th December, 2016

Section-A

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

Discuss the following (1-8) –

1. Benefits of Multi-skilling in organizations.
2. Differentiate between Training and Development.
3. Importance of career planning in organizations.
4. Succession Planning.
5. Different methods of selection.
6. Benefits of job rotation.
7. Job description.
8. Human Resource Information System.

Section-B

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

1. Define Human Resource Planning. How do quantitative and qualitative dimensions regulate the supply of human resources? Explain with suitable examples.

2. What is job analysis? Explain the importance of job analysis in organization.
3. Discuss various objectives of Performance Appraisal. Explain the methods of Performance Appraisal.
4. What are the different sources of recruitment? Discuss its relative merits and demerits.

