

KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY
PGDHRM 1st Sem. Examination, 2014
Paper - 04
Human Resource Management

Time : 3 Hrs.

Full Marks : 80

1. Answer the following (each within 50 words) 2×5 = 10
 - (a) Briefly state why HRM is needed for an organisation.
 - (b) State two important characteristics of manpower planning.
 - (c) Explain what is meant by polycentric corporation.
 - (d) What is meant by preliminary interview and what are its purpose?
 - (e) Explain briefly a virtual organisation.
2. Answer any three of the following questions (each within 100 words) 4×3 = 12
 - (a) Explain briefly the steps of recruitment process.
 - (b) Distinguish between domestic and international HRM.
 - (c) Explain e-recruitment and e-selection and their advantages.
 - (d) Discuss the importance of job analysis.
 - (e) Which factors should be taken into account to retain highly skilled staff?
3. Answer any three of the following (each within 200 words) 6×3 = 18
 - (a) Distinguish between placement and induction.
 - (b) What steps should be taken while downsizing of the workforce.
 - (c) State the reasons for outsourcing HR activities by organisations.
 - (d) Distinguish between job enlargement and job enrichment.
 - (e) Explain work-life balancing programmes.
4. Answer any four of the following (each within 400 words) 10×4 = 40
 - (a) What is meant by HR planning? Discuss the main steps involved in HR planning.
 - (b) What is job evaluation? How is job evaluation method useful for an industrial undertaking?
 - (c) What is meant by an interview? Discuss various guidelines to be followed for an interview.
 - (d) Describe the forces of change that results in corporate restructuring. What are its advantages and disadvantages?
 - (e) Explain the following concepts with examples.
 - (i) Halo effect
 - (ii) Stereotyping
 - (f) Discuss different factors which influences in the recruitment process. Also state the difference between recruitment and selection.
