4(Sem-1) HRM MI

2018

HUMAN RESOURCE MANAGEMENT – I

Paper : 1·5

(Management Major)

Full Marks – 80

Pass Marks – 24

Time – Three hours

The figures in the margin indicate full marks for the questions.

1. Choose the correct answers : 1×10=10

(a) Which one of the following is an example of operative functions of Human Resource Manager ?

(i) Planning

(ii) Organising

(iii) Procurement

(iv) Controlling.

[Turn over

(b) When a company attracts talents from another firm by offering attractive pay packages and other terms and conditions, it is known as :

   (i)   Outsourcing

   (ii) Poaching

   (iii) Hiring

   (iv) Stimulating.

(c) The point method of job evaluation is a

   (i)   Qualitative technique

   (ii) Quantitative technique

   (iii) Field review technique

   (iv) Both (i) and (ii) above.

(d) "Kaizen" means

   (i)   all time improvement

   (ii) continuous or ongoing improvement

   (iii) temporary improvement

   (iv) improvement of working conditions.

(e) Which of the following is a type of financial incentive ?

    (i)   Better working conditions

    (ii) Educational opportunities

    (iii) Promotion policies

    (iv) Leave encashment.

(f) Rowan Premium Plan was developed by James Rowan of David Rowan & Co in the year :

    (i)   1910

    (ii) 1911

    (iii) 1901

    (iv) 1921

(g) The six sigma concept was popularised during 1990s by :

    (i)   International Business Machine (IBM)

    (ii) Indian Tobacco Company (ITC)

    (iii) General Motors (GM)

    (iv) General Electric Company (GEC)

(h) The Factor Comparison Method was first developed by :

(i)   E. F. L Breach

(ii) Elton Mayo

(iii) E. J. Benge

(iv) None of the above.

(i) —— discloses what, how and why the job is to be done.

(i)   Job analysis

(ii) Job specification

(iii) Job description

(iv) All of the above.

(j) Virtual organisation is also known as

(i)   Informal organisation

(ii) Technical organisation

(iii) Digital organisation

(iv) Mobile organisation.

● Write very short answers (within 30 words each) to any *five* questions :   2×5=10

(i) What do you mean by "Open door policy"in grievance management ?

(ii) What is meant by "Management through walking around" ?

(iii) What is Job evaluation ?

(iv) State the meaning of 'Placement' and 'Induction'.

(v) What do you mean by Virtual organisation ?

(vi) Write points of distinction between 'recruitment' and 'selection'.

(vii) Define 'Halo Error'.

3. Write short answers on any *four* of the following within 100 words each :   5×4=20

(i) Briefly describe the concept of six sigma.

(ii) What are the essentials of a good selection policy ?

(iii) Discuss the various types of fringe benefits provided by an organisation.

(iv) Discuss five characteristics of an ideal Human Resource Policy.

(v) Discuss the prerequisites for an effect wage incentive plan.

(vi) Distinguish between traditional and virtual organisation.

4. Discuss the significance, functions and challenges of Human Resource Management. 10

Or

Describe the status and qualities of a Human Resource Manager with special reference to plantation industry. 10

5 What are the various external sources of recruitment ? Discuss its advantages and disadvantages. 10

Or

Discuss the factors which influence the selection process. 10

6. Discuss the various methods and limitations of job evaluation. 10

Or

Discuss the principles of wage and salary administration.

(a) What is incentive plan ? Explain the benefits of incentive plan to the workers and poducers.

2+4+4=10

Or

(b) Write briefly on any *two* of the following :

5×2=10

(i) Basic steps in International human Resource activities.

(ii) Steps in TQM process

(iii) Exit interview

(iv) Financial and Non-financial incentives.