



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

Paper Code : ENTC403 Human Resource Management

UPID : 4000085

Time Allotted : 3 Hours

Full Marks : 70

The Figures in the margin indicate full marks.

Candidate are required to give their answers in their own words as far as practicable

Group-A (Very Short Answer Type Question)

1. Answer *any ten* of the following :

[1 x 10 = 10]

- (I) What is personnel management?
- (II) What are the pillars of HRD?
- (III) What are Stretch Assignments?
- (IV) What is Performance Feedback?
- (V) Describe any one challenge faced by Human Resource Management?
- (VI) State two benefits of Workload Analysis.
- (VII) What is Shortlisting?
- (VIII) Describe the 'Sandwich' technique of performance feedback.
- (IX) Discuss the nature of HRM?
- (X) What are the uses of Job Analysis?
- (XI) What is poaching employees from competitors?
- (XII) What are stay interviews?

Group-B (Short Answer Type Question)

Answer *any three* of the following :

[5 x 3 = 15]

2. What is the purpose of performance management? [5]
3. Describe the various errors in appraisal. [5]
4. What is the difference between job analysis and job evaluation? [5]
5. How does workload analysis increase team productivity? [5]
6. How can training and development programs be designed to be inclusive and accessible for all employees, regardless of background, ability, or learning style? [5]

Group-C (Long Answer Type Question)

Answer *any three* of the following :

[15 x 3 = 45]

7. As a HR manager how will you handle a disagreement with a team member you work closely with without it affecting your work? [15]
8. (a) Describe the process of Workload Analysis? [8]
(b) Discuss the techniques of measuring employee workload? [7]
9. (a) Describe Off – the Job training with its benefits and limitations. [5]
(b) Describe On – the Job training with its benefits and limitations. [5]
(c) What is Microlearning? [5]
10. (a) Write short notes on Self-Assessment performance appraisal. [5]
(b) Write short notes on Assessment Center [5]
(c) Write short notes on 360 Degree Appraisal. [5]
11. (a) What is HR Scorecard? [5]
(b) What are the benefits of HR Scorecard? [5]
(c) Distinguish between HR Scorecard and Balanced Scorecard? [5]

*** END OF PAPER ***