

SVKM's NMIMS
NMIMS – GLOBAL ACCESS SCHOOL FOR CONTINUING EDUCATION

Programme: DBM/PGDBM

Examination: April 2018
Subject: Essentials of HRM

Semester: II
Course: New
Marks: 70

Date: 24.4.2018

Time: 11.00 a.m. to 2.00 p.m.

Instructions:

1. Answer to each new question to be started on a fresh page.
2. Figures in bracket indicate full marks.

Q.1) Attempt any 2 out of 4

(Marks: 2X5=10)

- a) What are the primary functions of HRD.
- b) What are the various levels of HRP.
- c) Write down the advantages and disadvantages of Personality Tests.
- d) What is the role of HR Audit in business improvements?

Q.2) Write Short Notes on any 2 out of 5

(Marks: 2X5=10)

- a) Workplace Diversity.
- b) Critical Incidents.
- c) Environmental Scanning.
- d) Assessment Centers.
- e) Potential Appraisal.

Q.3) Attempt any 3 out of 5

(Marks: 3X10=30)

- a) Explain the various steps of the process of Job Analysis.
- b) Prepare a Job Description outline of Executive Housekeeper.
- c) What are the different factors affects the recruitment process?
- d) Explain the importance and challenges of performance appraisal.
- e) What are the Training Methods for Management Development?

Q.4) Attempt both the questions

(Marks: 2X10=20)

- a) Explain the various HR Function in the organization.
- b) Discuss the advantages and disadvantages of succession planning.
