MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL

Paper Code : HR 401 MANPOWER PLANNING RECRUITMENT & SELECTION

UPID : 004694

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)   Suggest one way to motivate employees
    - (II)   What is Depth interview?
    - (III) What is job enlargement?
    - (IV)   What is HR accounting?-
    - (V)   Give an eg of intrinsic motivation for an employee
    - (VI)   What is preliminary interview?
    - (VII) What do you understand by compensation benefit?
    - (VIII) What is career planning?
    - (IX)   What is fair wage?
    - (X)   What is quality of work life?
    - (XI)   What is HRMS?
    - (XII) What is line authority?

Group-B (Short Answer Type Question)

Answer any three of the following :   [5 x 3 = 15]

2. Write short note on Focus group   [5]
3. State main aims of Human Resource Planning.   [5]
4. Write short note on Checklist Method: [5]
5. Outline any three (3) reasons why organizations embark on HRP activities.   [5]
6. Write short note on Management By Objective.   [5]

Group-C (Long Answer Type Question)

Answer any three of the following :   [15 x 3 = 45]

7. What is the process of HRP?   [15]
8. Define selection. How do you maintain the different steps of selection?   [15]
9. Describe the term work-study techniques, supply forecasting technique &Ratio trend analysis? [15]
10. Explain the various internal and external sources of recruitment? Give example. [15]
11. Describe Halsey Premium Plan bonus calculation. Differentiate between Halsey and Rowan Plan. [15]

*** END OF PAPER ***