



Name:

Enrolment No:

**UNIVERSITY OF PETROLEUM AND ENERGY STUDIES**

**End Semester Examination, May 2022**

**Course: Human Resource Management**

**Program: DPBM**

**Course Code: DPBM0304**

**Semester: II**

**Time : 03 hrs.**

**Max. Marks: 100**

**Instructions:**

**SECTION A**  
**10Qx2M=20Marks**

| S. No. |  | Marks | CO  |
|--------|--|-------|-----|
| Q 1    | Selection is a positive process?<br><br>a. True<br>b. False  | [2]   | CO1 |
| Q2     | Which is an objective of Recruitment process?<br><br>a. Person Department Fit<br>b. Person Qualification Fit<br>c. Person Job Fit<br>d. Organization Job Fit   | [2]   | CO1 |
| Q3     | .....is to identify the relative worth of the Job:<br><br>a. Job Specification<br>b. Job Analysis<br>c. Job Evaluation<br>d. None of the above                 | [2]   | CO1 |
| Q4     | Which is not true of online Recruitment?<br><br>a. It is costly<br>b. Results in system overload<br>c. Increases efficiency<br>d. Helps automate various steps | [2]   | CO1 |
| Q5     | A Job Description should have:<br><br>a. Skills required<br>b. Responsibilities<br>c. Accountabilities<br>d. All above   | [2]   | CO1 |

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|--|---|------|-----|
| Q6   | What are the four Steps of Training?<br><br>a. Need Identification, Learning, Delivery, Testing<br>b. Nomination, Booking Room, Faculty Booking, Delivery<br>c. Need Identification, Instruction Design, Program Implementation, Evaluation<br>d. Training, Faculty Booking, Cost Evaluation, Closure | [2]  | CO1 |
| Q7   | Recruitment is a Negative Process?<br><br>a. True<br>b. False   | [2]  | CO1 |
| Q8   | .....includes specifications required for a job:<br><br>a. Job Description<br>b. Job Analysis<br>c. Job Evaluation<br>d. None of these  | [2]  | CO1 |
| Q9   | Succession Planning is done for :<br><br>a. All positions in the Company<br>b. Positions in HR department only<br>c. Critical Positions only<br>d. CXO positions only   | [2]  | CO1 |
| Q10  | Competency Mapping integrates with :<br><br>a. Recruitment only<br>b. Training Only<br>c. Compensation planning Only<br>d. All of the Above   | [2]  | CO1 |
| <b>SECTION B</b><br><b>4Qx5M= 20 Marks</b> |   |      |     |
| Q11  | What is the purpose of Induction? Explain with an example   | [5]  | CO3 |
| Q12  | What do you understand by Performance Appraisal?  | [5]  | CO1 |
| Q13  | "Human Resource Planning forms a foundation for other functions of human resource management" explain in your words   | [5]  | CO2 |
| Q14  | What do you understand by Job Specification?  | [5]  | CO4 |
| <b>SECTION-C</b><br><b>3Qx10M=30 Marks</b> |   |      |     |
| Q15  | Write a brief note on the role of Digital Human Resource Management in the modern organization. Give suitable examples of Digital HR  | [10] | CO3 |
| Q16  | What are the Internal and External Factors that affect the Change in the  | [10] | CO2 |

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|---|---|------|-----|
|   | Manpower scenario? Explain each in detail   |      |     |
| Q17   | What is a difference between training and development? Create a role-playing activity for the sales team in order to improve their selling skills.  | [10] | CO4 |
| <b>SECTION-D</b><br><b>2Qx15M= 30 Marks</b> |   |      |     |
| Q18   | <p><b>Case</b></p> <p>Vinay recently was asked by his supervisor to plan and conduct an IUD clinical training course. He was a very proficient service provider and the supervisor felt that he would do a good job since he recently had attended a clinical training skills course.</p> <p>The next few weeks were very busy. Vinay observed another trainer delivering a Norplant implants training course, read through the IUD reference manual several times, looked through materials from previous IUD courses conducted by the other trainers and tried to think of some creative activities he could include in the course.</p> <p>Vinay sat down with the reference manual and started to plan for his course. He knew that he would need some notes, so he developed a set of trainer's notes. He even put some of his notes on a handout to give to those he would be training. Vinay knew that it was important that he be clear, so he planned to read his notes in a clear voice. He also planned to stop periodically and ask if the participants had any questions.</p> <p>During his first session, Vinay noticed that the participants were not paying attention to his presentation. There were no questions being asked and the participants looked bored. After the presentation the participants left the room for a break. Vinay had a feeling that his first presentation was a failure. He wondered if agreeing to deliver the course was a good decision.</p> <p><i>*IUD : Intrauterine device</i></p> <p><b>Questions:</b></p> <p>A. What was the problem?</p> <p>B. What did Vinay do well?</p> | 15   | CO3 |
| Q19   | What should Vinay have done to prevent these problems?  | 15   | CO4 |