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BRAINWARE UNIVERSITY

Term End Examination 2025-2026
Programme – MBA-2024
Course Name – Manpower Planning,Recruitment and Selection
Course Code - MBA30202C
(Semester III)

Full Marks : 60 **Time : 2:30 Hours**

[The figure in the margin indicates full marks. Candidates are required to give their answers in their own words as far as practicable.]

Group-A

(Multiple Choice Type Question) 1 x 15=15

1. *Choose the correct alternative from the following :*

(i) What does manpower planning primarily involve?

a) Recruiting employees
b) Forecasting future human resource needs
c) Training employees
d) Evaluating employee performance

(ii) Which of the following is NOT an objective of manpower planning?

a) Ensuring right number of employees
b) Minimizing labor turnover
c) Maximizing profit directly
d) Forecasting future manpower needs

(iii) Why is manpower planning important?

a) To reduce recruitment costs
b) To ensure sufficient manpower to meet organizational goals
c) To provide training
d) To improve employee relations

(iv) What is demand forecasting in manpower planning?

a) Estimating how many employees will leave
b) Estimating the number of employees required
c) Estimating training needs
d) Estimating salary increments

(v) Use workforce analysis for:

a) Balancing employee load with business needs
b) Marketing products
c) Designing products
d) Setting salaries

(vi) Which approach focuses on task variety and autonomy in job design?

a) Scientific management
b) Job enlargement
c) Job rotation
d) Job enrichment

(vii) "Walk-ins" refer to:

a) Candidates coming directly
b) Agent referrals
c) Online applicants
d) Campus placements

(viii) Which is a trend in modern recruitment?

a) Manual forms
b) Social media hiring

c) Hiring by mail
d) Personal networks only

(ix) Which test measures emotional stability and extroversion?

a) Cognitive Ability Test
b) Job Knowledge Test
c) Personality Test
d) Work Sample Test

(x) Which test is best suited for selecting a software engineer?

a) Polygraph test
b) Psychometric test
c) Coding test
d) Drug test

(xi) Evaluate why an employer should conduct job analysis before defining selection criteria.

a) To ensure fairness
b) To comply with law
c) To avoid lawsuits
d) All of the above

(xii) Examine the ethical dilemma in using social media for recruitment.

a) Privacy invasion
b) Job fit
c) Reduced costs
d) High reach

(xiii) Which is the best method to promote inclusion during recruitment?

a) Standardized testing
b) Employee referrals
c) Blind resume screening
d) Internal promotion

(xiv) Which action by a manager during hiring is considered unethical?

a) Asking about age
b) Focusing on job fit
c) Structure-based interview
d) Training panelists

(xv) Evaluate the impact of tokenism in corporate recruitment.

a) Increases true diversity
b) Undermines inclusion
c) Increases retention
d) Improves ethics

Group-B

(Short Answer Type Questions) 3 x 5=15

2. Explain supply forecasting in manpower planning. (3)
3. What are the key components of a job description? (3)
4. Illustrate how inclusion strategies can improve retention post-hiring. (3)
5. Propose strategies for improving onboarding through coaching interventions. (3)
6. Analyze the importance of a well-designed orientation program in reducing new employee anxiety. (3)

OR

Examine how role-play activities can help new employees understand workplace culture. (3)

Group-C

(Long Answer Type Questions) 5 x 6=30

7. Explain at least four factors affecting manpower planning in organizations. (5)
8. Describe at least three methods of job analysis used in organizations. (5)
9. Evaluate the importance of assessment centers in modern selection methods. (5)
10. Evaluate the role of affirmative action programs in promoting workplace diversity. (5)
11. Evaluate different methods for ensuring fairness in the selection interview process. (5)
12. Examine ethical considerations in conducting background checks. (5)

OR

Predict the impact of poor selection decisions on organizations. (5)

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