

- a) Development function
c) Maintenance function
- b) Motivation function
d) Employment function
- (viii) Identify the correct statement about the employee relations function.
- a) It manages job advertisements
c) It negotiates employee salaries
- b) It solves grievances and enforces policies
d) It trains employees on software
- (ix) Identify the HR manager's responsibility in succession and career planning.
- a) Predict economic growth
c) Identify future leaders
- b) Select vendors
d) Monitor machines
- (x) Choose the correct role of HR Managers in legal compliance.
- a) Draft company emails
c) Manage procurement
- b) Ensure labor law adherence
d) Market products
- (xi) Identify the HRP function helpful in social justice.
- a) Payroll management
c) Tax calculation
- b) Representation of weaker sections
d) Shareholder reports
- (xii) Choose the HRP advantage related to organization-wide planning.
- a) Reduction of workforce
c) Consistent supply of capable employees
- b) Better product launches
d) Market expansion
- (xiii) Identify the type of organizations that generally have a more complex structure.
- a) Service organizations
c) Non-profit organizations
- b) Manufacturing organizations
d) Retail organizations
- (xiv) Select the factor in HRP influenced by political, social, and economic changes.
- a) Type of organization
c) Time period
- b) Environmental uncertainties
d) Off-loading
- (xv) Identify the HRP factor that depends on accurate and timely HR data.
- a) Information quality
c) Time period
- b) Type of organization
d) Strategy of organization

Group-B

(Short Answer Type Questions)

3 x 5=15

- List three types of external recruitment sources. (3)
- Explain steps of human resource planning. (3)
- Explain the four stages of an interview process. (3)
- Define internal factors affecting recruitment. (3)
- Distinguish between job description and job specification. (3)

OR

- Distinguish between recruitment and selection. (3)

Group-C

(Long Answer Type Questions)

5 x 6=30

- Summarize different types of recruiting. (5)
- Define different demand forecasting methods. (5)
- Explain HR planning process stating its advantages. (5)
- Assess the need for training. (5)
- Assess application of job analysis. (5)
- Assess purpose Of Performance Appraisal. (5)

OR

- Explain errors in performance appraisal. (5)