**TU/ CODL**

**TEZPUR UNIVERSITY**

**SEMESTER END EXAMINATION (AUTUMN) 2017**

**DHR103: FOUNDATION OF HUMAN RESOURCE MANAGEMENT**

Time: **3 Hours** Total Marks: **70**

*The figures in the right-hand margin indicate marks*

*for the individual question.*

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1. Fill in the blanks:

1. Social security provisions include ….., …….. & ……….. **3**
2. …….. is the key people in Personnel Management. **1**
3. Job description covers information related to ……….. , …………&…….. **3**
4. …………… is one of the examples of plant level bargaining. **1**
5. ………….. &……. are the two alternatives to recruitment. **2**
6. Graphoanalysis involves analysis of……… to identify ……….. of the individual. **2**

2. Write short answers:

a) List out the matters related to personal aspect of HRM. **6**

b) List out and define any four strategies used to manage surplus and shortage of human resource. **6**

c) What is training need analysis? List out any two objectives of training need analysis. **2+4=6**

3. Briefly discuss the process of job analysis. **10**

**P.T.O**

4. “Designing training is a challenging task for a multinational corporation”. Put forward your views by highlighting challenges in designing training programme and also discuss the strategies used for designing such training programmes. **4+6=10**

5. Briefly discuss any two methods of performance appraisal along with their advantages and disadvantages. **5+5= 10**

6. Define selection. Briefly discuss the possible outcome of any selection decisions. **2+8=10**

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