# K-838

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# **MS-301**

### **Human Resource Planning**

Master of Business Administration (MBA)

3rd Semester Examination, 2023 (Dec.)

Time: 2 Hours] Max. Marks: 70

Note: This paper is of Seventy (70) marks divided into two (02) Sections A and B. Attempt the questions contained in these sections according to the detailed instructions given therein. Candidates should limit their answers to the questions on the given answer sheet. No additional (B) answer sheet will be issued.

#### **SECTION-A**

(Long Answer Type Questions)

**Note:** Section 'A' contains Five (05) long answer type questions of Nineteen (19) marks each. Learners are required to answer any Two (02) questions only.

 $(2 \times 19 = 38)$ 

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- 1. Describe the phases in the design and implementation of a Human Resource Accounting System.
- **2.** What do you understand by Manpower Planning? What activities are involved in manpower planning? Discuss the significance of manpower planning in India.
- **3.** Explain the role of HR Professional in Human Resource Planning Process in organisations.
- **4.** What is Performance Appraisal? Describe all possible advantages of conducting performance appraisals.
- 5. Describe the various forecasting techniques and how these techniques are being used in human resource planning. Also discuss the different factors contributing to demand forecasting.

### **SECTION-B**

## (Short Answer Type Questions)

**Note:** Section 'B' contains Eight (08) short answer type questions of Eight (08) marks each. Learners are required to answer any Four (04) questions only. (4×8=32)

1. What is work force analysis in human resource planning?

- **2.** What is recruitment? What are the various internal and external sources of recruitment?
- **3.** What are the bases on which the training programs are evaluated?
- **4.** Discuss various techniques used to evaluate employee's performance.
- **5.** Describe the process of Job Analysis.
- **6.** Explain the factors influencing employee retention.
- **7.** Discuss the limitations of Human Resource Information System.
- **8.** Discuss in detail the steps involved in selection process.

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