

TRIBHUVAN UNIVERSITY
FACULTY OF MANAGEMENT
Office of the Dean
2009

Full Marks: 60
Time: 2 hrs

BIM/Seventh Semester/ MGT 202 : Human Resource Management System

Candidates are required to answer the questions in their own words as far as practicable

Group 'A'

Brief Answer Question:

[1x10=10]

1. List the functions of a HR manager.
2. State the inputs of HRM system.
3. Specify the steps normally taken in the condition where supply exceeds demand in manpower planning.
4. What is Job enlargement ? Write in one sentence.
5. Mention the steps in the selection process.
6. Point out any four benefits of HRD.
7. State any two forms of frustrated behaviours.
8. Provide any four uses of performance appraisal.
9. Introduce any four non-financial rewards.
10. Name the major actors in labour relations.

Group 'B'

Long Answer Question (Any TWO):

[2x15=30]

11. Define human resource management and describe its significance.
12. " Employee training plays a critical role in upgrading levels of skills, knowledge and abilities of employees thereby helping an organization to accomplish a competitive edge in today's work environment". In the light of this statement discuss various training methods.
13. Describe job analysis. Why is it important for employee performance and productivity ? Explain any two techniques of job analysis.

Group 'C'

Short Answer Question (Any Four):

[4x5=30]

14. Discuss the different causes of labour disputes.
15. Discuss the significance and qualities of effective rewards.
16. What is performance appraisal ? Describe any four common methods of performance appraisal.
17. Define recruitment. Describe the factors affecting recruitment process.
18. Define Management Development. Briefly state the mechanisms of HRD.