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(3 Hours)

Marks : 100

- N.B. 1. All questions are compulsory**  
**2. Figures to the right indicate full marks**

**1. (A) Select the most appropriate answer from the options given below (Any Ten) 10**

1. \_\_\_\_\_ means choosing the most suitable candidate from those who have applied for the post.
  - a) Recruitment
  - b) Selection
  - c) Placement
  - d) None of the these
2. \_\_\_\_\_ is a vertical expansion of a job by adding more responsibility and freedom to do it.
  - a) Job simplification
  - b) Job specification
  - c) Job enrichment
  - d) Job enlargement
3. \_\_\_\_\_ is a component of Job description.
  - a) Working conditions
  - b) Training
  - c) Qualifications
  - d) Skills
4. \_\_\_\_\_ is a method of training wherein employees are transferred from one job to another.
  - a) Counseling
  - b) Understudy
  - c) Job Rotation
  - d) Case Study
5. \_\_\_\_\_ appraisal is conducted by various parties.
  - a) Role Analysis
  - b) Management by Objectives
  - c) Ranking Method
  - d) 360 Degree
6. \_\_\_\_\_ planning is a process of making arrangements to fill up the top important position in an organization.
  - a) Career
  - b) Succession
  - c) Human Resource
  - d) Employee
7. \_\_\_\_\_ is a financial motivation.
  - a) Bonus
  - b) Work Environment
  - c) Appreciation
  - d) Job Security
8. \_\_\_\_\_ leadership style is more suitable in family run businesses.
  - a) Bureaucratic
  - b) Autocratic
  - c) Laissez Fair
  - d) Paternalistic
9. Theory X of motivation is based on \_\_\_\_\_ assumptions of human resources.
  - a) Positive
  - b) Negative
  - c) Positive and negative
  - d) Neutral





5. Answer ANY TWO of the following:

15

- a) Explain the need for an innovation culture in organisations.
- b) Briefly describe the types of Employee engagement.
- c) What are the challenges in managing workforce diversity?

6. Write short notes on ANY FOUR of the following:

20

- a) Counselling
- b) Mentoring
- c) Potential Appraisal
- d) Emotional Quotient
- e) Employee health and safety measures
- f) Employee empowerment

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- a) Explain the need for an innovation culture in organisations.
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