



UNIVERSITY OF THE PUNJAB

B.S. 4 Years Program / Eighth Semester – 2020

Paper: Human Resource Development

Course Code: BBA-418 Part – I (Compulsory)

Time: 15 Min. Marks: 10

Roll No. in Fig.

Roll No. in Words.

Signature of Supdt.:

ATTEMPT THIS PAPER ON THIS QUESTION SHEET ONLY.

Division of marks is given in front of each question.

This Paper will be collected back after expiry of time limit mentioned above.

Q.1. Encircle the correct option.

(10x1=10)

1. Transfer of training in which no measurable changes in the job performance after training:

- a. Positive transfer
- b. Negative transfer
- c. Zero transfer
- d. Equal transfer

2. The term HRD has been in common use since the:

- a. 1980
- b. 1990
- c. 2000
- d. 2020

3. HRD can be traced to ----- training programs in the eighteenth century:

- a. Scholarship
- b. Apprenticeship
- c. Mastership
- d. Quitticeship

4. ----- is ongoing process by which individual's progress through a series of stages:

- a. Career Development
- b. Job Description
- c. Job Specification
- d. Training

5. The first stage of HRD process is:

- a. Designing
- b. Implementation
- c. Need Assessment
- d. Evaluation

6. A judgment of what you think you can do with the skills you have:

- a. Self-efficiency
- b. Self-efficacy
- c. Self-effectiveness
- d. Self-respect

7. KSA stands for:

- a. Knowledge, Skills and Abilities
- b. Knowledge, Skills and Acceptance
- c. Knowledge, System and Access
- d. Knowledge, Skills and Avoidance

8. Internal factor that influence employee behavior:

- a. Motivation
- b. Attitudes
- c. Knowledge, Skills and Abilities
- d. All of the above

9. A person's general feelings of favor or disfavor towards something:

- a. Attitude
- b. Culture
- c. Behavior
- d. Mood

10. HRD programs mostly focus on changing skills and -----:

- a. Abilities
- b. Knowledge
- c. Capabilities
- d. Powers



ATTEMPT THIS (SUBJECTIVE) ON THE SEPARATE ANSWER SHEET PROVIDED

Q.2. Give Short answers of the following questions: (10x2=20)

1. What is Job Rotation?
2. What is the role of Managers in Career Management?
3. What is Learning?
4. What is HRD evaluation?
5. List out any four common problems in Employee Orientation?
6. Identify THREE functions of HRD.
7. What is Task Analysis?
8. What is 360-degree performance appraisal?
9. List out the types of Needs.
10. What is Organizational Socialization?

Give detail answers of the following questions: (3x10=30)

- Q.3** What is Human Resource Development? Write a note on the Evolution of HRD (10)
- Q.4** What is Employee Orientation? Describe the key elements necessary to design and implement an effective Orientation Program. (10)
- Q.5** Why Strategic/Organizational Assessment is needed? What are the Sources of Data for Organizational Needs Analysis? (10)