

17684

16172

3 Hours / 100 Marks

Seat No.

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- Instructions* – (1) All Questions are *Compulsory*.
(2) Answer each next main Question on a new page.
(3) Illustrate your answers with neat sketches wherever necessary.
(4) Figures to the right indicate full marks.
(5) Mobile Phone, Pager and any other Electronic Communication devices are not permissible in Examination Hall.

Marks

- 1. Attempt any FIVE of the following: 20**
- Define the term Management. State the scope and importance of Management.
 - Enlist the steps of effective organizing.
 - Differentiate between - training and development.
 - Enlist the factors affecting on H.R.P.
 - Define performance appraisal and State its purposes.
 - Enlist the activities of HR Management.
 - Enlist the types of Organization.
- 2. Attempt any TWO of the following: 16**
- Enlist and explain the role and the responsibilities of a Manager.
 - Define the term planning, state the importance and objectives of the planning.
 - Describe in brief Delegation of authorities and decentralization.

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- 3. Attempt any TWO of the following:** **16**
- a) State - Why the management is driven by objectives.
 - b) Describe the requirements of effective control techniques used in management.
 - c) (i) Define the term staffing and enlist functions of it.
(ii) State the importance of training and development of a staff.
- 4. Attempt any TWO of the following:** **16**
- a) Define - Directing, Enlist the principles of directing.
 - b) (i) Describe Recruitment Process.
(ii) Describe Methods of Recruitment used in Management.
 - c) Explain in brief various methods of motivation for Human Resource.
- 5. Attempt any TWO of the following:** **16**
- a) Enlist the steps in control process.
 - b) Explain in brief-Requirement of H. R. Planning.
 - c) (i) Describe the Development Process
(ii) Enlist the methods of training and development.
- 6. Attempt any TWO of the following:** **16**
- a) Explain in brief. The role of Human Resource Management.
 - b) Describe the principles and process of Job Analysis.
 - c) Enlist the various Theories and motivation for human resource and explain any one of them in brief.
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