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| **SESSION** | **JUL-AUG 2022** |
| **PROGRAM** | **BACHELOR OF BUSINESS ADMINISTRATION (BBA)** |
| **SEMESTER** | **II** |
| **course CODE & NAME** | **DBB1203 – HUMAN RESOURCE MANAGEMENT** |

**Assignment Set – 1**

**1. HRD role is more than their traditional HRM responsibilities. Explain in Detail.**

**Ans: Common HRM role includes:**

** HR Generalist –** They are the backbone of HR operations. They handle more than two specialised areas. They look after the general administrative functions of the organisation like induction, training, payroll, grievance handling, implementation of policies etc.

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**2. Explain the various factors affecting Human resource Planning.**

**Ans: Factors affecting Human Resource Planning**

Several factors affect Human resource planning. These factors can be generally classified and divided into external factors and internal factors.

**a) External Factors**

****

**3. Discuss the need and problems faced during Induction Programme.**

**Ans: Some key purposes of having induction are:**

** To create a positive corporate image:** Efficiently organised induction training gives the new employee the first proper impression of the enterprise. New employees need to understand the organisation's goals,

**Assignment Set – 2**

**4. Explain training methods in detail.**

**Ans: Some of the widely used on the job training methods are as follows:**

1. **Job Instruction Training:** The job instruction training was developed during World War II. In this training, workers are taught by a senior co-worker or supervisor to perform their current job. It is most suitable

**5. Explain methods of Performance Appraisal.**

**Ans:** Generally, the performance appraisal methods are of two types:

 traditional assessment methods and

 modern assessment methods.

**I. Traditional assessment methods are as follows:**

**a.** Graphic Rating Scales:

**6. Discuss process of employee empowerment and its importance in Indian and global context.**

**Ans:** Most researches are unanimous that employee empowerment is a process. Empowerment is a delicate and an evolving process. However desirable it may be, it cannot be pushed, forced or rushed up. It is like saying that we cannot and should not break an egg prematurely to set free the baby-