

- 1) All questions are compulsory.
2) Each question carry equal marks.

Answer any two. (7.5 marks each)

15

- 1) Explain in detail the scope and importance of training?
- 2) Explain in detail on-the-job training methods?
- 3) Explain the steps in training.

Answer any two. (7.5 marks each)

15

- 1) What is counseling? Explain different techniques of counseling?
- 2) What are the stages in career development cycle?
- 3) Explain the need and importance of Human Resource Development?

Answer any two. (7.5 marks each)

15

- 1) Explain the concept of Management development? Discuss the process of Management Development?
- 2) Explain the off-the-job Techniques of Management development programme?
- 3) Explain the need of Management Development Programme?

Answer any two. (7.5 marks each)

15

- 1) Explain the traditional methods of performance appraisal?
- 2) What is talent management? Explain integration and future of talent management?
- 3) Knowledge management : "What is and what is not"?

Case Study :

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Rajat Sharma has been employed for six months in the accounts section of a large manufacturing company in Faridabad. You have been his supervisor for the past three months. Recently you have been asked by the management to find out the contributions of each employee in the Accounts Section and monitor carefully whether they are meeting the standards set by you.

A few days back you have completed your formal investigation and with the exception of Rajat, all seem to be meeting the targets set by you. Along with numerous errors, Rajat's work is characterized by low performance – often he does 20 percent less than the other clerks in the department.

As you look into Rajat's performance receive sheets again, you begin to wonder whether some sort of remedial training is needed for people like him.

- 1) As Rajat's supervisor can you find out whether the poor performance is due to poor training or to some other cause? 5
- 2) If you find Rajat has been inadequately trained, how do you go about introducing a remedial training programme? 5
- 3) If he has been with the company six months, what kind of remedial programme would be best? 5