



UNIVERSITY COLLEGE TATI (UC TATI)

FINAL EXAMINATION QUESTION BOOKLET

COURSE CODE	: BCS 2733
COURSE	: HUMAN RESOURCE MANAGEMENT
SEMESTER/SESSION	: 1 - 2023/2024
DURATION	: 3 HOURS

Instructions:

1. This booklet contains 5 questions. Answer **ALL** questions.
2. All answers should be written in answer booklet.
3. Write legibly and draw sketches wherever required.
4. If in doubt, raise your hand and ask the invigilator.

DO NOT OPEN THIS BOOKLET UNTIL YOU ARE TOLD TO DO SO

THIS BOOKLET CONTAINS 3 PRINTED PAGES INCLUDING COVER PAGE

QUESTION 1

- a) Define human resource management (HRM) and human resource planning (HRP) (4 marks)
- b) Describe **FIVE (5)** steps involved in human resource planning (HRP) process. (10 marks)
- c) Manpower demand forecasting should be based on internal and external factors. List **THREE (3)** internal factors and **THREE (3)** external factors. (6 marks)
- d) Discover **THREE (3)** benefits of HRP. (3 marks)

QUESTION 2

- a) Differentiate job analysis, job description and job specification. (5 marks)
- b) Give **THREE (3)** advantages and **THREE (3)** disadvantages of internal sources of recruitment. (6 marks)
- c) Analyze the differentiation between recruitment and selection processes. (6 marks)

QUESTION 3

- a) Define intrinsic rewards and extrinsic rewards with example. (2 marks)
- b) Give **THREE (3)** key drivers of reward system. (3 marks)
- c) Examine Equity Theory with an implication of this theory. (6 marks)
- d) Identify **THREE (3)** controversies regarding pay for performance plans. (6 marks)

QUESTION 4

- a) Examine **THREE (3)** pre-conditions for implementing pay-for-performance program. (6 marks)
- b) Present **THREE (3)** major components of job satisfaction. (3 marks)
- c) Explain **TWO (2)** methods for job evaluation in analytical method. (4 marks)
- d) Training & Development is an attempt to improve current or future employee performance by increasing an employee's ability to perform through learning.
- i) Differentiate between Training and Development. (4 marks)
- ii) Identify **FOUR (4)** advantages of On-the-Job Training. (4 marks)

QUESTION 5

- a) Compare human resource rules and human resource policies. (4 marks)
- b) Discuss **FOUR (4)** areas of human resource procedure and policies. (8 marks)
- c) List **FOUR (4)** key components of effective human resource policies. (4 marks)
- d) Explain **THREE (3)** roles of human resource policies in employee relations. (6 marks)

----- End of question -----

