

**P.G. Diploma in Human Resource Management (Distance Education)**  
**July /August - 2025**

Day & Date	Semester	Subject Name	Time	Code	Max Marks
Wednesday 30/07/2025	II (Fresh/ Repeater)	Human Resource Development	11.00 a.m.to 02.00 p.m.	5321	100

Instructions: 1) Attempt any five questions from Q.1 to Q.7  
 2) All questions carry equal (20) Marks

Q.1) Explain features, objective and process of Human resource Management.  
 (20)

Q.2) Explain the need and process of performance Appraisal. Discuss the  
 (20)  
 Different methods of performance appraisal.

Q.3) Describe the features of modern succession planning. Elaborate steps  
 (20)  
 Involved in succession planning

Q.4) Explain the importance of training in the organisation. Explain the steps  
 (20)  
 Involved in designing training programme also explain the different methods  
 of training

Q.5) Explain the steps involved in coaching process, also write types of coaching.  
 (20)

Q.6) what is Business process outsourcing? Explain factors constitute best practice  
 (20)  
 In HR. Explain giving examples.

Q7) Write Short note (any

- Role of HR Manager in organisation
- Manpower demand and supply forecasting
- Human resource development system

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Day & Date	Semester	Subject Name	Time	Code	Max Marks
Thursday 31/07/2025	II (Fresh/ Repeater)	Behavioral Dynamics In Organizations	11.00 a.m. to 02.00 p.m.	5322	100

Instructions: I. Attempt any **FIVE** questions.  
II. All questions carry equal **(20)** marks

Q.1.Highlight the need and features of Motivation? Discuss Maslow's *Hierarchy of* needs theory and Herzberg's two factor theory?

Q.2.Explain various techniques for Human resource planning. Explain the process of recruitment.

Q.3 Describe the characteristics of Organisation Development. Explain the phases of approach to organisation development.

Q.4 Discuss the need and objectives of Executive/Management Development and the different methods of Executive/Management Development?

Q.5.Describe Transactional Analysis as a theory of human behaviour? Highlight the different ego- states, basic life-positions, types of transactions and emphasize on how Transactional analysis can be beneficial to managers?

Q.6 What are the objectives of effective Compensation Management? Explain the different types of compensation and highlight the new trends in Compensation?

Q.7 Write Short notes (any 2)

1. Ways of improving human relations
2. Need and Advantages of Human Resource Information System.
3. Training and Development

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Day & Date	Semester	Subject Name	Time	Code	Max Marks
Friday 01/08/2025	II (Fresh/ Repeater)	Organization Theories, Structure and Design	11.00 a.m. to 02.00 p.m.	5323	100

Instructions: 1) Attempt any five questions from Q.1 to Q.7  
2) All questions carry equal (20)

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- Q 1) what is organisational Structure? Line organizational structure (20)
- Q 2) what is Market Structure? Explain determinants of Market structure (20)
- Q 3) what is technological Environment? Explain impact of it on organisation (20)
- Q 4) Explain types of organizational design and structure (20)
- Q.5) what are the organisational theories? Explain Neo- Classical theory (20)
- Q 6) what is Modern theory of organisation? Explain contingency theory. (20)
- Q.7) Write the Weber's ideal of Bureaucracy. (20)

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Day & Date	Semester	Subject Name	Time	Code	Max Marks
Saturday 02/08/2025	II (Fresh/ Repeater)	Organization Development	11.00 a.m.to 02.00 p.m.	5324	100

Instructions: 1) Attempt any five questions from the following.

2) All questions carry equal 20 Marks

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Q.1) Explain organizational Development and its need and importance. (20)

Q.2) Explain in details benefits and characteristic of Organizational development. (20)

Q.3) What is organizational development Model? Explain Levin's Change Model. (20)

Q.4) Explain in details Action Research model. (20)

Q.5) Explain in details Human Process Intervention. (20)

Q.6) Explain 360-degree feedback in organization development process. (20)

Q.7) Write Short Note (Any Two) (20)

a) Greiner's Sequential model

b) Management by Objective

c) Team Buildings

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Day & Date	Semester	Subject Name	Time	Code	Max Marks
Monday 04/08/2025	II (Fresh/ Repeater)	Human Recourse Planning and Human Recourse Audit	11.00 a.m.to 02.00 p.m.	5325	100

Instructions: 1) Attempt any five questions from the following.

2) All questions carry equal 20 Marks

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Q.1) Write the objective of Manpower planning. Explain manpower supply forecasting. (20)

Q.2) What is Human Resource Audit? Human Resource information system (20)

Q.3) Explain in details return on investment in human Resource planning. (20)

Q.4) what are the various models of strategic planning? Explain PEST Analysis Model. (20)

Q.5) Explain strategic succession planning and challenges of it. (20)

Q.6) what is Human Resource turnaround. Explain Talent ship and sustainability (20)

Q.7) Write Short Note (Any Two) (20)

- a) Manpower demand forecasting
- b) DELPHY Technique
- c) Human Resource planning Tools



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Day & Date	Semester	Subject Name	Time	Code	Max Marks
Thursday 31/07/2025	I (Repeater)	Organizational Behavior	03.00 p.m. to 06.00 p.m.	5312	100

**Instructions:** I. Attempt any FIVE questions

II. All questions carry equal (20) marks

- Q1. Explain the importance of organizational behavior with example. Elaborate classical conditioning theory with example.
- Q2. What is role of motivation in organization? Explain Maslow hierarchy theory.
- Q3. What factors affect the personality development of employees and how it can impact their work?
- Q4. What are values? How values impact the work of employees with example?
- Q5. Describe the three factors which influence perception
- Q6. Explain the stages of group dynamics & pitfalls of groups
- Q7. Define leadership. Elaborate the importance of leadership style in today's dynamic organizations.

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Day & Date	Semester	Subject Name	Time	Code	Max Marks
Saturday 02/08/2025	I (Repeater)	Business Law and Taxation	03.00 p.m. to 06.00 p.m.	5314	100

Instructions: 1) Question 1 is compulsory  
2) Attempt any four question from Q.2 to Q.7

- Q.1] A) what is Contract? Explain Kinds of Contract. (10)  
B) What do you mean by Income from Capital Gain? (10)
- Q.2] A) what do you mean by Assesse? Explain Assessment year. (10)  
B) Write about Coercion.
- Q.3] A) Miswhat are the methods of making an Offer? (10)  
B) Explain the term Income According to Income tax Act 1961? (10)
- Q.4] A) from the given details of one Indian citizen calculate taxable salary for (10)  
The previous year 2023 -24

Particular	Amount
Salary receive per month	20,000
Arrears of salary received in year	50,000
Rent free Accommodation provided by employer per year	80,000
Traveling allowances per month	2,000
Professional tax deducted from salary per year	2500
Dearness allowance per month	4,000

- B) Whether Minor is Competent to Contract? Explain in details (10)
- Q.5] A) Distinguish between offer and Invitation to offer. (10)  
B) Mr. Ashwin Kumar owns a house in Mumbai which is let out (10)  
Calculate taxable Income from house property.

- |                                   |           |                                   |
|-----------------------------------|-----------|-----------------------------------|
| 1) Actual rent received           | per Month | <input type="checkbox"/> 50,000   |
| 2) Municipal Value in             | Annual    | <input type="checkbox"/> 6,20,000 |
| 3) Fair Rent                      | Annually  | <input type="checkbox"/> 7,00,000 |
| 4) Municipal tax paid             | Monthly   | <input type="checkbox"/> 6,000    |
| 5) Repairs and maintenance        | monthly   | <input type="checkbox"/> 5,000    |
| 6) Electricity Bill paid          | Monthly   | <input type="checkbox"/> 2,000    |
| 7) Expenses on collection on rent | Annually  | <input type="checkbox"/> 40,000   |

Q.6] A) Mr Shshikant Has purchased home on 1<sup>st</sup> October 1980 at ₹ 2,20,000 The  
(15)

Fair Market value as on April 1981 was ₹ 2, 50,000. He improved the home  
By spending ₹ 1, 50,000 in the year 1990-91 and ₹ 45,000 in Year 2000-01.  
He sold property in June 2013 at ₹ 50, 00,000 and paid brokerage ₹ 40,000.

Calculate Capital gain if cost inflation index is as follows

Year	CI
1981-82 -	100
1990-91 -	182
2008-09 -	582
2011-12 -	785
2013-14-	939

B) Write short note on valid contract  
(05)

Q.7] Write short note (any 4)  
(20)

- a) Void contract
  - b) Long term Capital gain
  - c) Breach of Contract
  - d) Income from salary
  - e) Residential status of the Assessee
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