

Dr. Babasaheb Ambedkar Open University

Term End Examination July-2016

Course : APGDHR

Max. Marks :70

Subject Code : APGDHR-210

Duration : 03 hours

Subject Name: Management of Training and Development

Date :

Time :

Section A

Answer the following (any three) (30)

1. Which are the different types of soft skill training? Explain the importance of soft skill training.
2. Describe how can we use graphical analysis as a tool for training.
3. How should we implement process training? Which are the various steps involved in process training?
4. List the various methods involved in assessment. Why should we maintain assessment records?
5. Define multimedia systems. Which are the various ways to use computers in corporate training?

Section B

Answer the following (any four) (20)

1. Why should we consider training as HRD activity?
2. Define Gap Analysis.
3. Discuss the importance of process training in corporate sector.
4. Which are the various methods used to conduct behavioral training?
5. What is Virtual Reality?
6. Define Systems Approach. How can it be implemented in training coordination.

Section C

A. MCQ (2x5)

(10)

- 1) Which of the following terms refers to a procedure for providing new employees with basic background information about the firm?
 - A) recruitment
 - B) selection
 - C) orientation
 - D) development
- 2) The methods used to give new or present employees the skills they need to perform their jobs are called _____.
 - A) orientation
 - B) training
 - C) development
 - D) appraisal
- 3) The first step in a training program is to _____.
 - A) assess the program's successes or failures
 - B) present the program to a small test audience
 - C) design the program content
 - D) conduct a needs analysis
- 4) Trainees should be provided adequate practice and be allowed to work at their own pace during a training session in order to _____.
 - A) screen applicants based on ability
 - B) transfer skills more easily to the job
 - C) provide employers with feedback
 - D) determine appropriate pay scales
- 5) _____ means having a person learn a job by actually doing it.
 - A) On-the-job training
 - B) In-house training
 - C) Socialization
 - D) Social learning

B. Do as Directed (2x5)

(10)

Define the following terms

1. Computer Based Training
2. TNI
3. Data Collection Tools
4. Standard Work Instructions
5. Quantitative Assessment