



INDIAN INSTITUTE OF MATERIALS MANAGEMENT
Post Graduate Diploma in Materials Management
Graduate Diploma in Materials Management

June 2017

PAPER No. 1

MANAGEMENT PRINCIPLES AND HUMAN RESOURCE PRACTICES

Date :10.06.2017

Max. Marks :100

Time : 2.00 to 5.00 p.m

Duration : 3 Hrs.

Instructions :

1. From Part A – answer all questions (compulsory). Each sub questions carries 1 mark **Total : 32 Marks**
2. From Part B – Answer any 3 questions out of 5 questions. Each question carries 16 marks. **Total : 48 Marks**
3. Part C is a case study (compulsory) with questions. Read the case study carefully and answer the questions **Total: 20 Marks.**

PART A

Total 32 marks

(Compulsory . Each sub question carries 1 mark)

Q.1 Please state whether the following statements are “True” or “False”. (1 Mark each)

[Total : 8 Marks]

1. E- Waste is biodegradable.
2. HRD is the process of helping people to acquire competencies.
3. In informal interview, it has no ready questions.
4. Speed of speaking is more than the speed of listening.
5. While Planning awareness of opportunities is desirable but not essential.
6. Division of work is second most important step in organisation building.
7. Control is continuous activity without break..
8. Work Teams are responsible for day to day work of organisation.

Q 2. Fill in the blanks .

[Total 8 Marks]

1. Virtual Team Members interact through ____
2. Group is created by organisation to accomplish _____purpose.
3. Role of Manager is to provide _____to organisation to achieve goals
4. Authority should be _____to discharge responsibility.
5. _____ is Art of getting things done.
6. The main aim of _____ is to protect and advance interests of its members in workplace.
7. JMC consist of equal number of representatives of _____ and _____
8. _____ is a planned introduction of employee to their jobs, co-workers and organisation.

Q 3. Match the following and rewrite

[Total 8 Marks]

A	B
Henry Fayol	RDM
Scalar Chain	Theory Y
CSR	Line Function
Production	Team
Average Human being literate & well informed	Super Motivation
Norming	Alternatives
Excellence	Sustainable Development
Alternatives	14 Principles of Management

Q 4. Expand the following

[Total 8 Marks]

- a)SWOT b) ILO c) INGO d)JMC
e) LQI f) SMT g) SMART h) GST

PART B

Answer any 3 questions

[3 x16 = 48 Marks]

- Q 5.a) How you will make effective planning ?
b) What problems are faced in planning ?

- Q 6. a) As a Purchase Head what roles you will play to achieve goals of your organisation.
b) Which skills are required at various levels of management.

- Q 7. a) As a Head of HR Department what would be your Motivation Plan for different levels of organisation.

- Q 8. a) Discuss various methods of Interview Techniques and its merits and demerits.
b) What are various functions of Trade Unions ?

Q.9 Write short notes any FOUR.(4 x 4 = 16 marks)

- a) MBO
- b) Effective Communication
- c) Job Enriching
- d) Collective Bargaining
- e) CSR
- e) LQI

PART C

Q. 10. Case Study (Compulsory)

[20 Marks]

Arjun has passed out his M Tech from IIT and last two years he has worked in the industry. But he did not enjoy working. He is ambitious. He has seen the fabulous growth of new startups and how people have become billionaire by new startup. He has a dream project and would like to bring his brand new idea into business reality. He has selected you as an Adviser for the Startup. Prepare your report on the following:

Q 1. Prepare Organisational Chart with responsibilities.

Q 2 How would attract best talent for the company ? Prepare catchy Advertisement.

Q 3 Which sources you will tap to attract the candidates?

Q 4 Design good Appraisal System to retain good talent.

Q 5 .Prepare a list of laws the company has to comply
