



<b>FACULTY/COLLEGE</b>	College of Business and Economics
<b>SCHOOL</b>	Johannesburg Business School
<b>DEPARTMENT</b>	Industrial Psychology & People Management
<b>CAMPUS(ES)</b>	APK,SWC,DFC
<b>MODULE NAME</b>	Human Resource Management 1A
<b>MODULE CODE</b>	MHB1A01/HRM11A1
<b>SEMESTER</b>	First
<b>ASSESSMENT OPPORTUNITY, MONTH AND YEAR</b>	FSAO – Final Summative Assessment Opportunity May/June 2019

<b>ASSESSMENT DATE</b>	1 June 2019	<b>SESSION</b>	12:30-14:30
<b>ASSESSOR(S)</b>	Dr Roslyn De Braine		
<b>MODERATOR(S)</b>	Mrs Renjini Joseph		
<b>DURATION</b>	2 hours (120 min)	<b>TOTAL MARKS</b>	100

<b>NUMBER OF PAGES OF QUESTION PAPER (Including cover page)</b>	3
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**INFORMATION/INSTRUCTIONS:**

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- This is a closed-book assessment.
  - There are 6 questions.
  - Read the questions carefully and answer only what is required.
  - Number your answers clearly and correctly as per the question paper.
  - Write neatly and legibly on both sides of the paper in the answer book, starting on the first page.
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**QUESTION 1**

**[17 MARKS]**

- 1.1 Define HRM. (3)
- 1.2 What does IPM stand for? What is the function of this organisation? (3)
- 1.3 Identify 5 functions of human resource management. (5)
- 1.4 Discuss how contingency employment is a current challenge for HRM in South Africa. (3)
- 1.5 What is the psychological contract? What is the role of HR in relation to psychological contracts? (3)

**QUESTION 2**

**[17 MARKS]**

- 2.1 Describe what an employment contract is. (3)
- 2.2 How much leave is a pregnant employee allowed in terms of the Basic Conditions of Employment Act? (1)
- 2.3 Discuss any 3 duties of an employee. (3)
- 2.4 What are the purposes of the Labour Relations Act? (5)
- 2.5 Describe the conditions under which discrimination may be judged as fair. (2)
- 2.6 What are some of the alternative solutions to retrenchments? (3)

**QUESTION 3**

**[16 MARKS]**

- 3.1 Define workforce planning. (3)
- 3.2 What are the benefits of workforce planning for employees and managers? (4)
- 3.3 Discuss the advantages and disadvantages of internal recruitment. (6)
- 3.4 Other than external recruitment, what alternatives can organisations use to fill positions? (3)

**QUESTION 4**

**[16 MARKS]**

- 4.1 Define selection. (1)
- 4.2 Briefly discuss 3 common interviewing mistakes that can be made during the selection process. (3)
- 4.3 Illustrate, through the use of a diagram, the 12 steps of the selection process. (12)

**QUESTION 5**

**[15 MARKS]**

- 5.1 What are the general goals of an induction programme? (4)
- 5.2 Identify 3 general and 2 job related aspects that are usually covered in induction. (5)
- 5.3 Discuss the 3 stages of induction. (6)

**QUESTION 6**

**[19 MARKS]**

- 6.1 Define strategic human resource management. (2)
- 6.2 What are the 5 key elements of the HR scorecard? (5)
- 6.3 Discuss in detail the four steps of strategic planning. (12)

End of Paper  
Total: 100 marks