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KIRIRI WOMEN'S UNIVERSITY OF SCIENCE AND TECHNOLOGY
UNIVERSITY EXAMINATION, 2022/2023 ACADEMIC YEAR
FOR THE DIPLOMA IN BUSINESS ADMINISTRATION
DBA 017: INTRODUCTION TO HUMAN RESOURCE MANAGEMENT
(SPECIAL EXAM)

Date: 13TH DECEMBER 2022
Time: 8:30a.m- 10:30a.m

INSTRUCTIONS TO CANDIDATES

ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS
QUESTION ONE (30 MARKS).

- a) Human Resource Management is very important for any organisation since it deals with the most valuable asset in the organisation which is the people working in those organisations: Explain the main functions that a Human Resource Manager should concentrate on in order to improve the performance of the organisation. (10 marks)
- b) Human resource practitioners are bound by their professional ethics. Explain the benefits of managing ethics in a workplace. (10 marks)
- c) Examine the importance of Human Resource Department to an organisation. (5 marks)
- d) E-HR is the use of technology in performing HR functions. Explain 5 advantages of e-HRM. (5 marks)

QUESTION TWO (20 MARKS)

- a) Identify and explain 5 advantages of e- learning. (10 marks)
- b) Identify any 10 sources and origins of personnel policies. (10 marks)

QUESTION THREE (20 MARKS)

- a) Outline 5 differences between personnel administration and Human resource management. (10 marks)
- b) Identify and explain any 5 roles of human resource management. (10 marks)

QUESTION FOUR (20 MARKS)

Explain 5 objectives of human resource management. (10 marks)

Discuss the importance of human resource planning. (10 marks)

QUESTION FIVE (20 MARKS)

- a) Evaluate any 5 types of organizational structure. (10marks)
- b) Explain any 5 advantages of job enrichment. (10 marks)