

Note: 1. Answer any four questions from Q.No.1 to Q.No.7

2. Question No.8 (case study) is compulsory

1. (a) Define training and development (3 Marks)

(b) What are the merits and demerits of training and development? (7 Marks)

(c) Discuss the role and significance of training and development with reference to public sector and MNC'S. (10 Marks)

2. (a) What is TNA? Why it is to be conducted? (3 Marks)

(b) Explain different approaches to TNA. (7 Marks)

(c) What are the problems an HR executive may face while planning and implementation of training programme ?. (10 Marks)

3. (a) List out the various costs involved in training programme (3 Marks)

(b) Explain the essentials to be followed in designing a training programme?.(7 Marks)

(c) As a HR manager prepare a programme schedule to organize a 3 day training programme for Management trainees?. (10 Marks)

7. (a) Differentiate between on the job training and off the job training. (3 Marks)

(b) Describe any 3 training techniques. (7 Marks)

(c) Explain the importance of teaching aids in training activities. (10 Marks)

8. (a) What is pilot programme?. (3 Marks)

(b) What are the features of training policies?. (7 Marks)

(c) Explain the logistics arrangements needed for conducting a training programme. (10 Marks)

6. (a) Mention the body language and gestures effect on training programme. (3 Marks)

(b) Explain the role played by a trainer in a training programme. (7 Marks)

(c) Discuss the different training skills needed for trainer. (10 Marks)

7. (a) What is meant by training audit? (3 Marks)

(b) Explain the validation concepts of training? (7 Marks)

(c) Explain the importance of computer based training? (10 Marks)

8. Case study (20 Marks)