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June, 2022 MMPC-001: MANAGEMENT FUNCTIONS AND ORGANISATIONAL PROCESSES

Note: (i) There are two sections, A and B. (ii) Attempt any three questions from Section A. All questions carry 20 marks each. (iii) Section B is compulsory and carries 40 marks.

Q1. Describe and discuss different processes of recruitment and their methods. Briefly explain the importance of Training and Development in organizations. 20

Ans: Recruitment is defined as prompting maximum number of candidates to apply in the organization for vacant position of job. The function of recruitment is very essential because the conclusion of recruitment function is accepting huge number of applications in order to make selection from them. The two types of recruitment process are:

A. Internal Recruitment Process- in internal recruitment process unoccupied job Positions are filled up by the already existing workers of the company. No applicants from outside is allowed in the internal source.

Advantages of internal recruitment process are

- 1. It is efficient and economical
- 2. It stimulates the already existing employees
- 3. Time required for training is less
- Chances of turnovers are also less because employees are familiar with the organization's rules and regulations
- It also helps in improving employee's performance as in order to get promotion better performance is shown by employees.
- 6. Employees are trained through transfer also as in the manifestation of job rotation.
- 7. Remaining workers can be moved to other department through transfer.

Disadvantages

- 1. No novel ideas will approach in the organization.
- 2. Limited choices will be there
- Not satisfactory for new organization
- 4. Due to frequent transfer productivity of employees may get reduced.

Methods of Internal Recruitment

- Transfer-transferring means carrying clients from one job position to another at the
 identical authority. The compensation level along with the authority level remain
 unchanged with the transfer. Prestige, rank and responsibilities also remained
 unchanged. The only thing which changes is the working place. E.g.: when a clerk
 is transferred from accounts to purchase department.
- Promotion- promotion means transfer of employees from the current job position to higher authority level. With the promotion aspects like prestige, rank, employee's responsibility along with the authority level enhances.

B. External Recruitment Process- external recruitment is defined as a process in which Applications for filling the vacant job position are invited from outside the organization. It is preferred when a huge number of job positions are unoccupied.

Advantages

- 1. Fresh and novel talent contributes in the organization.
- 2. Wide array of options are available
- 3. Management comes across trained and qualified personnel.

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is designed to assist students in their preparation for IGNOU s operating system examinations by providing a comprehensive set of solved papers from previous years Operating systems are the backbone of modern computing serving as the bridge between hardware and software Understanding their principles and practical applications is essential for any student pursuing a career in computer science or information technology As such IGNOU offers a well structured course on operating systems that covers fundamental concepts algorithms and practical aspects This collection of solved papers is intended to be a valuable resource for students looking to enhance their grasp of operating systems It not only provides answers to past examination questions but also serves as a quide to the types of questions and the level of understanding expected from IGNOU students Key Features Extensive Theoretical Content The book covers the entire spectrum of robotics topics from basic principles to advanced techniques Each chapter is structured to build upon the previous one ensuring a logical progression and deep understanding of the subject matter You will explore topics such as kinematics dynamics control systems sensors actuators and artificial intelligence in robotics Online Test Papers To reinforce your learning we provide a series of online test papers that mimic real world scenarios and challenges These tests are designed to evaluate your understanding and identify areas that may require further study helping you to continually improve your knowledge and skills Interactive Exercises The book includes a variety of exercises such as multiple choice questions true false statements and problem solving tasks These exercises are strategically placed throughout the chapters to reinforce key concepts and test your knowledge Video Tutorials Understanding complex robotics concepts can sometimes be challenging through text alone Our book includes links to a series of video tutorials that provide visual and auditory explanations of intricate topics These videos created by experts are intended to complement the written material offering a more immersive learning experience Practical Applications Each chapter features real world examples and case studies that illustrate how robotics is applied across different industries These examples help bridge the gap between theory and practice demonstrating the practical relevance of robotics skills and how they can be applied to solve real world problems Self Assessment Tools At the end of each chapter self assessment questions and exercises allow you to test your understanding and track your progress These tools are invaluable in helping you gauge your readiness and build confidence as you advance through the book Conclusion We encourage you to use these solved papers as a supplement to your own study and practice By reviewing the solutions and applying the knowledge gained you can improve your performance and readiness for the examinations We wish you the best of luck in your studies and hope that this compilation proves to be a useful tool in your journey to mastering the intricacies of operating systems and achieving success in your IGNOU course IGNOU MCS 227 Cloud Computing and IoT Previous Years Solved Papers Manish Soni, 2024-11-13 In an era where technology is rapidly transforming every facet of our lives Cloud Computing and the Internet of Things IoT stand at the forefront of this digital revolution These technologies have not only reshaped the way we store manage and process data but have also paved the way for smart connected devices that

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