

**Bachelor of Arts (Vocational Studies) Micro, Small  
and Medium Enterprises**

**{BAVMSME}**

**BERG-172  
HUMAN RESOURCE MANAGEMENT AND  
INDUSTRIAL RELATIONS IN MSMEs**

**Assignments**

(January & July 2025)



School of Vocational Education and Training,  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi -110068

**Dear Learner,**

You will have to do one assignment with five questions for the **course on HUMAN RESOURCE DEVELOPMENT– BERG-172**. The assignment carries 100 marks.

Irrespective of the year and session of the registration you are required to submit the latest assignments uploaded on the website.

**Instructions:**

1) The top of the first page of your response/assignment sheet should include the following:

- Name:
- Enrollment No. (Year & session):
- Course Title:
- Course Code:

2) Use A-4 size plain or ruled paper for your responses, write on both sides with margin

3) Write the question number with each answer.

4) You should write in your own handwriting and only handwritten assignments are accepted.

5) Read the assignments carefully. Go through the self-learning material on which they are based. Make some points regarding each question and then rearrange these in a logical order.

6) Last date for submitting the assignments **for and Jan 2025 Session is 31st March 2025 and July 2025 Session is 30th September 2025 or as notified by the University from time to time on IGNOU homepage: [www.ignou.ac.in](http://www.ignou.ac.in)**

7) **If you fail in any of the assignments or are unable to submit it by scheduled date, then you need to write the fresh assignments of the next academic year/session**

8) **Assignments are to be submitted to your Study Center allotted by your respective regional center for evaluation purpose. Remember to keep a copy of assignment.**

9) Please contact the Course Coordinator/ Programme Coordinators for any academic help / clarification: Dr. Geetika S Johry & Dr Rachna Agarwal (Programme Coordinators)

Email: [bamsme@ignou.ac.in](mailto:bamsme@ignou.ac.in) Ph: 011-29571646/ 1647

**Wish you Good Luck!**

**ASSIGNMENT- BERG-172**  
**HUMAN RESOURCE MANAGEMENT AND INDUSTRIAL**  
**RELATIONS IN MSMEs**

**Maximum Marks: 100**

**Answer any five questions. Each question carries 20 marks**

- Q1. a) Explain the importance and scope of HRM.  
b) What are the components of HRM? (10+10)
- Q2. a) Discuss the functions of human resource management with the help of examples.  
b) What are the roles and responsibilities of HR managers? (10+10)
- Q3. a) Discuss the problems in HRP and state measures to overcome them.  
b) Describe the 360 degree appraisal with the help of examples. (10+10)
- Q4. a) What is career planning? Discuss its needs, purpose and objectives.  
b) What are the limitations of career planning? Enlist the guidelines for making career planning a success. (10+10)
- Q5. a) If you are heading the business transformation of a medium sized business as an owner, will you include the HRD manager in your strategy team? Write positive and negative consequences of including HRD manager in this venture.  
b) How do you define a grievance? What is the role of HR department in grievance handling? (10+10)
- Q6. a) Describe how Recruitment, Selection and Employer-Employee Issues are performed in MSMEs.  
b) With the help of a Case Study describe the role of Women Entrepreneurs in MSMEs. (10+10)
- Q7. a. What are the Obstacles faced by Micro and Small enterprises in imparting training and development?  
b. Define Performance Appraisal. What are the important factors for performance appraisal in MSMEs? (10+10)