

MS-23

## **Management Programme**

**ASSIGNMENT**  
**For**  
**January 2022 and July 2022 sessions**

### **MS – 23: Human Resource Planning**

**(Last date of submission for January 2022 session is 30<sup>th</sup> April, 2022  
and for July 2022 session is 31<sup>st</sup> October, 2022)**



**School of Management Studies**  
**INDIRA GANDHI NATIONAL OPEN UNIVERSITY**  
**MAIDAN GARHI, NEW DELHI – 110 068**

## ASSIGNMENT

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<b>Course Code</b>	<b>:</b>	<b>MS - 23</b>
<b>Course Title</b>	<b>:</b>	<b>Human Resource Planning</b>
<b>Assignment Code</b>	<b>:</b>	<b>MS-23 /TMA/JAN/2022</b>
<b>Coverage</b>	<b>:</b>	<b>All Blocks</b>

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**Note:** Attempt all the questions and submit this assignment to the coordinator of your study centre. **Last date of submission for January 2022 session is 30<sup>th</sup> April, 2022 and for July 2022 session is 31<sup>st</sup> October, 2022.**

1. Explain the concept of human resource forecasting. Discuss various techniques used in human resource forecasting.
2. Describe the job evaluation methods citing examples.
3. Outline the steps in HR selection process with the help of illustrations.
4. Briefly explain the methods used in performance appraisal citing suitable examples.
5. Explain various approaches to managing information at the macro and micro level of an organisation.