

MS-23

Management Programme

**ASSIGNMENT
FIRST SEMESTER
(January to June)
2021**

MS – 23: Human Resource Planning



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

ASSIGNMENT

Course Code	:	MS - 23
Course Title	:	Human Resource Planning
Assignment Code	:	MS-23 /TMA/SEM - I/2021
Coverage	:	All Blocks

Note: Attempt all the questions and submit to the coordinator of your study centre on or before 30th April, 2021.

1. Explain the role of HR professional in human resource planning process in organizations. Describe the barriers to Human Resource planning and bring out the requisites for effective planning.
2. Explain the concept of competency and competency approach to job analysis. Discuss the major benefits of competency approach to job analysis.
3. Explain the various approaches to role definition. Describe the role description and explain the uses of role description.
4. What is a career? What are the factors which go into the shaping of a career? Name atleast two ways that career planning might benefit an individual.
5. Explain the need, purpose and the scope of HR Audit. Describe the similarities and differences between the HR Audit and Financial Audit.