



Scott Christian UNIVERSITY

SCHOOL OF PROFESSIONAL STUDIES

BACHELOR OF BUSINESS ADMINISTRATION

UNIT CODE/NAME: BAH 400: HUMAN RESOURCE TRAINING AND DEVELOPMENT

September – December 2019/2020 End Semester Exam - Time: 2 Hours

Instructions: Answer Question ONE (Compulsory) and any other TWO Questions.

QUESTION ONE

- a) Differentiate between training and education. (2 Marks)
- b) Explain the major reasons for training and development. (6 Marks)
- c) "In the life of a corporation, present success is largely a product of management development." Explain. (5 Marks)
- d) Elaborate how career counseling helps individuals to shape their career path. (10 Marks)
- e) List and explain six objectives of performance appraisal. (6 Marks)
- f) Explain two categories of labor laws. (1 Mark)

QUESTION TWO

- a) Many training methods are available for human resource training and development. Discuss ten commonly used training methods. (10 Marks)
- b) The labor laws in Kenya of 2007 are broken down into five Acts as enacted by the Parliament. Discuss (5 Marks)

QUESTION THREE

- a) Discuss the major elements of a training program. (10 Marks)
- b) Discuss career development planning process. (5 Marks)

QUESTION FOUR

- a) Supposed you are tasked to appraise an organization's employees, discuss how you would prepare for the task. (8 Marks)
- b) How does human resource manager implement a competency program? (5 Marks)
- c) Explain two illustrations of outdoor training method. (2 Marks)

QUESTION FIVE

- a) Suggest and explain both general and specific topics you may consider when developing human resource training and development content. Justify your responses clearly. (10 Marks)
- b) Give a detailed advice on how to design an effective employee training and development program. (5 Marks)