**MERU UNIVERSITY OF SCIENCE AND TECHNOLOGY**

**P.O. Box 972-60200 – Meru-Kenya.**

**Tel: 020-2069349, 061-2309217. 064-30320 Cell phone: +254 712524293, +254 789151411**

**Fax: 064-30321**

**Website:** [**www.must.ac.ke**](http://www.must.ac.ke) **Email:** **info@must.ac.ke**

**University Examinations 2014/2015**

THIRD YEAR SECOND SEMESTER EXAMINATION FOR THE DEGREE OF BACHELOR OF COMMERCE

**BFB 3304: HUMAN RESOURCE DEVELOPMENT**

 **DATE: AUGUST 2015 TIME: 2HOURS**

**INSTRUCTIONS:** *Answer question* ***one*** *and any other* ***two*** *questions*

**QUESTION ONE (30 MARKS)**

1. Training is a very expensive affair but some organizations choose to train. Explain the importance of training. (8 Marks)
2. Briefly explain the following concepts related to Human Resource Development:
3. Training
4. Learning
5. HRD process
6. Developing
7. Succession planning (10 Marks)
8. For learning to take place effectively, the trainer must choose the best training method for the identified gap. Explain the available training methods showing clearly the gap which can be satisfied with each type of training method. (12 Marks)

**QUESTION TWO (20 MARKS)**

Discuss the steps that a trainer must go through to develop an effective training model. For each step, clearly, indicate the importance of the step and its application. (20 Marks)

**QUESTION THREE (20 MARKS)**

1. Explain the importance of succession planning for the organization and also for the employees. (10 Marks)
2. Discuss the Donald Kirk Patrick’s evaluation model of a training programme. (10 Marks)

**QUESTION FOUR (20 MARKS)**

1. Briefly discuss the key features of a learning organization. (10 Marks)
2. Organizational learning is based on certain principles. Discuss. (10 Marks)

**QUESTION FIVE (20 MARKS)**

1. For any organization to keep phase with current competition and globalization, it must develop its executives. Discuss the importance of executive development for both the organization and the organization employees. (15 Marks)
2. Explain the phases of individual career development. (5 Marks)