ASSIGNMENT 1ST SEMESTER : HUMAN RESOURCE MANAGEMENT 3 (HRM301)  
HUMAN RESOURCE MANAGEMENT (HRM001) / HUMAN RESOURCE MANAGEMENT (HRM)

STUDY UNITS COVERED : STUDY UNITS 1 - 5  
DUE DATE : 3:00 p.m. 18 MARCH 2014  
TOTAL MARKS : 100

INSTRUCTIONS TO CANDIDATES FOR COMPLETING AND SUBMITTING ASSIGNMENTS

The complete ‘Instructions to Students for Completing and Submitting Assignments’ must be collected from any IMM GSM office, the relevant IMM GSM recognised Additional Tuition Centre or can be downloaded from the IMM GSM website. It is essential that the complete instructions be studied prior to commencing your assignment. The following points highlight only a few important notes.

1. You are required to submit ONE assignment per module.

2. The assignment will contribute 20% towards the final examination mark, and the other 80% will be contributed by the examination, however, the examination papers will count out of 100 marks.

3. Although your assignment will contribute towards your final examination mark, you do not have to earn credits for admission to the examinations; you are automatically accepted on registering for the exam.

4. Number all the pages of your assignment (e.g. page 1 of 4) and write your name and surname, student number and subject at the top of each page.

5. The IMM GSM requires assignments to be presented in a typed format, on plain A4 paper. Unless otherwise specified, this assignment must be completed within a limit of 2500 words, excluding the bibliography. Students who exceed the word limit may find that only part of the submitted assignment will be marked.

6. A separate assignment cover, which is provided by the IMM GSM, must be attached to the front of each assignment.

7. Retain a copy of each assignment before submitting, in case the original does not reach the IMM GSM.

8. The assignment due date refers to the day up to which assignments will be accepted for marking purposes. The deadline is 3:00 p.m. on 18 March 2014. Late assignments will be accepted, but 25 marks will be deducted from the maximum mark, if received after 3:00 p.m. on 18 March 2014 and up to 5:00 p.m. the following day, after which no assignments will be accepted.

9. If you fail to follow these instructions carefully, the IMM Graduate School of Marketing cannot accept responsibility for the return of the assignment. It may even result in your assignment not being marked.

Results will be available on the IMM GSM website, www.immgsm.ac.za, on Friday, 2 May 2014.
SPECIFIC INSTRUCTIONS:

The assignment consists of two (2) questions of 40 marks each and one question of 10 marks.


Answer ALL of the questions.

QUESTION 1

In the world of human resources management, workforce planning and recruitment are often described as key functions within any company. Answer the following questions on the topic of workforce planning and recruitment.

1.1 Name and briefly discuss the factors that influence the way in which companies approach the important issue of recruitment. (15)

1.2 Before any company starts looking for new employees to fill a position, they have a variety of alternatives available. List and briefly define the main alternatives companies can investigate before taking the decision to recruit new staff. (20)

1.3 When recruiting new staff, companies have the option to use either internal or external recruitment methods. Name the three (3) kinds of internal recruitment methods companies can select from and indicate which of the three you would consider as the option with the least amount of risk associated with it. (5)

QUESTION 2

According to Nel et al. (2011), there are two major challenges facing human resources management at this time. Write an essay in which you address the following issues:

2.1 The above authors suggest that the world of work is changing and that this change is resulting in new employees in the 21st Century. Write an essay to discuss the key reasons for these changes and debate the main characteristics of employees and organisations of the future.

Your answer needs to contain reference to the different generations one will encounter in the workplace and should provide an indication of possible problems that may be experienced between these generation groups. (25)
2.2 In the constantly changing world, there are certain future directions that are anticipated for the field of human resources management as a profession. Write an essay where you discuss what Ulrich (1997) regarded as the **perceived future roles of HR managers** in order to add value to their organisations.

Conclude your answer by briefly mentioning which of these challenges may be the most challenging in the South African situation, specifically where high levels of labour unrest is commonplace. (15)

**QUESTION 3**

The last step in the staffing process is induction, also known as employee socialisation. It is suggested that induction is important in terms of supplying new employees with basic information and skills that are needed for them to perform successfully in their new jobs. Unfortunately, some companies do not pay sufficient attention to the induction process.

Briefly name and discuss the main reasons why some companies do not pay sufficient attention to staff induction.

**PRESENTATION**

**ASSIGNMENT TOTAL: 100**