



NATIONAL OPEN UNIVERSITY OF NIGERIA
Plot 91, Cadastral Zone, Nnamdi Azikiwe Express Way, Jabi - Abuja
FACULTY OF MANAGEMENT SCIENCES
DEPARTMENT OF BUSINESS ADMINISTRATION
2024 1 EXAMINATION

COURSE TITLE: PERSONNEL STAFF EVALUATION

COURSE CODE: MBA821

CREDIT UNIT(S): 3 Credit Units

INSTRUCTIONS: 1. Indicate your Matriculation Number clearly

2. Answer question one (1) 25marks and any other three questions 15marks each

TIME ALLOWED: 2 1/2 Hours

1. Why is employee appraisal important in organizations? Describe the APER-FORM, and the common performance quality and traits the forms are designed to evaluate? **25mks**
2. Define Transfer and Outline four advantages and four disadvantages of frequent transfers of personnel. **15mks**
3. Develop a model to reflect the scope of manpower planning as offered by the American Society for Training and Development (ASTD) Major reasons for the emphasis on Manpower Planning at the Macro level. **15mks**
4. The autocratic leadership style is not totally bad and can still be applied under some circumstance: Discuss. **15mks**
5. Discuss different situations that could warrant recruitment and the recruitment process in organisations. **15mks**