

6.12 ANSWERS TO CHECK YOUR PROGRESS

Ans to Q No 1: Performance Appraisal is the systematic evaluation of the performance of employees and to understand the abilities of a person for further growth and development.

Ans to Q No 2: Ranking method and Grading method.

Ans to Q No 3: Behaviourally Anchored Rating Scales (BARS) and Management by Objectives (MBO).

Ans to Q No 4: A career may be defined as 'a sequence of jobs that constitute what a person does for a living'.



6.13 MODEL QUESTIONS

1. Define performance appraisal. Highlight the objectives of performance appraisal.
2. Discuss the characteristics of an effective performance appraisal system.
3. Explain the methods of performance appraisal.
4. Discuss the advantages of performance appraisal.
5. Define career planning
6. Write a note on the features of career planning.
7. Discuss the different phases in the career of an employee.

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