

BINDURA UNIVERSITY OF SCIENCE EDUCATION

FACULTY OF COMMERCE

DEPARTMENT OF HUMAN CAPITAL MANAGEMENT

HUMAN RESOURCE INFORMATION SYSTEM (HRIS) (HCM 403)

MAR 2024

TIME: THREE HOURS

INSTRUCTIONS TO CANDIDATES

1. Answer **any four** questions.
2. Start the answer to each question on a fresh page.

INFORMATION TO CANDIDATES

1. No cell phones and any other unauthorised materials are allowed into the examination room.
2. Each question carries 25 marks.

QUESTION 1

Demonstrate your understanding of HRIS and how they are used in carrying out HR functions. [25 marks]

QUESTION 2

Explain the common features of the following Human Resource Information Systems modules:-

- | | |
|------------------------------|-----------|
| (a) Training and Development | [5 Marks] |
| (b) Time and Attendance | [5 Marks] |
| (c) Recruitment | [5 Marks] |
| (d) Benefits Administration | [5 Marks] |
| (e) On boarding | [5 Marks] |

[25 marks]

QUESTION 3

- a) Outline any **FIVE** benefits of using portals in context to HR. [10 Marks]
- b) Describe the steps to be followed in setting up an HRIS in an organisation. [15 Marks]

[25 marks]

QUESTION 4

The widespread use of networked technologies such as HRIS and e-HR has introduced many windows of opportunity for cyber-attacks and other security breaches to both employee personal and corporate information. Given the above-mentioned, explain the causes of data security issues in organizations. [25 Marks]

QUESTION 5

Discuss any **FIVE** types of Human Resource Information Systems. [25 Marks]

QUESTION 6

Explain the following terms as used in HRIS giving relevant HR examples.

- a) ERP [5 Marks]
- b) SAP [5 Marks]
- c) Intranets [5 Marks]
- d) Extranets [5 Marks]
- e) Portals [5 Marks]

[25 Marks]

*****END OF PAPER*****