



Kasarani Campus
Off Thika Road
Tel. 2042692 / 3
P. O. Box 49274, 00100
NAIROBI
Westlands Campus
Pamstech House
Woodvale Grove
Tel. 4442212
Fax: 4444175

KIRIRI WOMENS' UNIVERSITY OF SCIENCE AND TECHNOLOGY
UNIVERSITY EXAMINATION, 2024/2025 ACADEMIC YEAR
FOURTH YEAR, SECOND SEMESTER EXAMINATION
FOR THE DEGREE OF BACHELOR OF SCIENCE
(BUSINESS ADMINISTRATION)

Date: 12th August, 2024
Time: 2.30 – 4.30pm

KHR 2413 HUMAN RESOURCE INFORMATION SYSTEMS

INSTRUCTIONS TO CANDIDATES

ANSWER QUESTION ONE (COMPULSORY) AND ANY OTHER TWO QUESTIONS

QUESTION ONE (30 MARKS)

Read the passage carefully and answer the questions that follows;

CHRISTIAN CROSS-CULTURAL SERVICES

Christian Cross cultural Services (CCS) is a non-profit agency providing services that assist in the settlement and integration of immigrants and refugees. With seven offices located in the Toronto and Peel regions of Ontario, and just under 200 employees, finding ways to streamline their Human Resources functions was key to maintaining a lean operation. CCS turned to their trusted software reseller, BAASS, seeking a solution that could be integrated with their Sage 300 (formerly Accpac) accounting system. According to Nancy Pearce, HRMS specialist at BAASS, "The needs at CCS were a natural fit for Sage HRMS which integrates seamlessly with their Sage 300 solution. The team at CCS was impressed with the paperless functionality and extra benefits of Sage HRMS, which made the decision to move forward an easy one." Thanks to the module based HRMS solution, CCS was able to start by incorporating the Sage Payroll solution.

Janice Cooke, HR Generalist at CCS, stated, "While we've always used direct deposit, we no longer need to use paystubs. We used to mail 160 pay-stubs bi-weekly, but our Sage payroll system offers a self-serve feature called HRMS ESS (Employee Self Service), which has eliminated the need for mailing. Besides saving us time, printing, and mailing costs, the employees love it." Sage HRMS ESS not only provides employees access to view typical paystub information online, but with Sage HRMS HR Actions they can submit changes and requests through the self-serve portal. Employees request time off, book sick days, request benefits changes, and update personal information such as address changes. In addition, HR Actions allows forms to be filled out on the website, such as employee appraisals and new hire information. The system allows for automated routing and approval process, and pushes the data entry process out to employees and managers.

Questions;

- a) From the passage above, highlight the areas where information system affects human resource activities. (5 marks)

- b) The team at Christian Cross cultural Services was impressed with the paperless functionality and extra benefits of Sage HRMS, which made the decision to move forward an easy one.”, explain the importance of adopting Human Resource information system at Christian Cross cultural Services. (5 marks)
- c) According to the passage, explain how HRIS works. (5 marks)
- d) Explain the Measures put in place to influence confidentiality and data security in HRIS like in the organisation above. (5 marks)
- e) Using the passage above, explain ways in which HRIS enhances performance management in the organisation. (6 marks)
- f) In the passage above, explain how the manager has help to improve employee motivation in Christian Cross cultural Services. (4 marks)

QUESTION TWO (20 MARKS)

- a) As the Human Resource Manager of XYZ company, explain the major functions of the human resource manager. (8 marks)
- b) Citing relevant examples, explain the BENEFITS of information system in the contemporary organisation. (8 marks)
- c) Explain the relationship between HRIS and any other two departments in the organisation. (4 marks)

QUESTION THREE (20 MARKS)

- a) Explain the strategies for managing HRIS. (7 marks)
- b) As the HR manager of Glabet Limited, identify the relevant ways of improving HRIS in your organisation. (5 marks)
- c) Many organisations today have adopted Human Resource Information System as their work tool system, highlight some of the challenges these organisations face for adopting the HRIS system as a tool. (8 marks)

QUESTION FOUR (20 MARKS)

- a) Identifying the needs of the organisation is very key during the processes of implementing HRIS. Examine the other steps used in implementing HRIS in the organisation. (7 marks)
- b) As a manager, explain the effects of planning in your organisation. (7marks)
- c) Highlight the levels of Human resource information system. (6 marks)

QUESTION FIVE(20 MARKS)

- a) Following the current trends in HRIS, streamlining compliance through automated features is where everybody is heading to. Examine the other emerging trends in Human Resource Information System. (7 marks)
- b) Explain ways in which HRIS enhances productivity in the organisation. (5 marks)
- c) Financial and non-financial rewards, are the main types of compensation. Explain the examples of these two rewards. (8 marks)