<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under training and</td>
<td>development plan, the form is to be prepared in __________ form.</td>
<td>Duplicate</td>
<td>Structured</td>
</tr>
<tr>
<td>development plan</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| True/False              | Collecting bargaining is an institutional process for solving problems     | Correct Answer | Your Answer |
|                        | arising directly out of employee-worker relationships                     | False          | True        |

| Select The Blank         | The process of analysing jobs from which job descriptions are developed    | Correct Answer | Your Answer |
|                        | are called                                                                | Job Analysis   | Job Analysis|

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>What are the prerequisites for the perfect functioning of management</td>
<td>The union should be well organised with sound rules, the coverage of items for discussion &amp; participation should be pre-set, both parties should have implicit faith in information supplied by the other</td>
<td>The union should be well organised with sound rules, the coverage of items for discussion &amp; participation should be pre-set, both parties should have implicit faith in information supplied by the other</td>
</tr>
<tr>
<td></td>
<td>participation in trade unions</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Match The Following</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>Design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm create programmes that yield better returns on human capital.</td>
<td>The firm create programmes that yield better returns on human capital.</td>
</tr>
</tbody>
</table>

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<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Companies can offer the</td>
<td>option only to employees who are above __________ years of age or have</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>option only to employees</td>
<td>served the company for 10 years.</td>
<td>40</td>
<td>45</td>
</tr>
<tr>
<td>who are above __________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>years of age may</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>have served the company for</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 years.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Question</td>
<td>Federations &amp; unions constitute not only a part of organisations but also an important and crucial wing of them</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>----------</td>
<td>-----------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Employees at present need more freedom &amp; autonomy in doing the work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>When effort to earn additional income through a second job does not bear fruit, such type of efforts &amp; the consequent results may be called as -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Blue Moon lighting</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Blue Moon lighting</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>As strategic business partner</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>As pro-active functional partner</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Which pay is one of the most crucial pay given to the employee &amp; also shown in the pay structure.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Performance</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategic</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>What are the uses of the 'Balanced Score Card' as a strategic management system?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It is used as a management tool. It is used to enhance strategic feedback and learning curves. It is used to clarify &amp; translate vision &amp; strategy</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>It is used to clarify &amp; translate vision &amp; strategy. It is used as a management tool. It is used to enhance strategic feedback and learning curves.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>_______ leads to conflict between various departments is a functional organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The lack of appreciation for the constraints of other department</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>High degree of autonomy</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Name of the various HRD score card:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>True/False</td>
<td>The modern HR function has HRD at its core.</td>
<td>True</td>
</tr>
<tr>
<td>True/False</td>
<td>A leader who lacks the other basic qualities can lead others in the wrong direction.</td>
<td>True</td>
</tr>
<tr>
<td>True/False</td>
<td>In the Grid Seminars, stress is laid on teaching.</td>
<td>False</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Name the three performance counselling phase.-</td>
<td>Rapport building , Exploration , Action Planning</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.</td>
<td>Job enlargement</td>
</tr>
</tbody>
</table>

Correct Answer: HRD systems maturity score , Competency score , HRD competencies systems maturity score
Your Answer: HRD systems maturity score , HRD competencies systems maturity score , HRD social card
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The first HRD department in the Indian corporate sector was started in 1975 in Larsen &amp; Toubro (L &amp; T).</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The TQM philosophy was evolved or theorised by -</td>
<td>Demming</td>
<td>Demming</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
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<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What were the features of globalization in the Indian content?</td>
<td>Expansion of business globally , Global market accessibility , Global orientation of organisational structure</td>
<td>Expansion of business globally , Global market accessibility , Global orientation of organisational structure</td>
</tr>
</tbody>
</table>

**Select The Blank**

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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer has to pay __________ of the basic wages to the employees during the lay off period</td>
<td>0.5</td>
<td>0.3</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the person who lacks the other basic qualities can lead others in the wrong direction.</td>
<td>Leader</td>
<td>Clerk</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</td>
<td>Career path model</td>
<td>Career path model</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the major advantages of a Generic Benchmarking Technique?</td>
<td>It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification</td>
<td>It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification</td>
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</tbody>
</table>
**True/False**

<table>
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</tr>
</thead>
<tbody>
<tr>
<td>Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker &amp; participation in management</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?</td>
<td>Moon-lighting</td>
<td>Dual career grouping</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the two factors which lead people to work:</td>
<td>Economic, Motivation</td>
<td>Organising, Motivation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:</td>
<td>Creative imagination, Sense of reality, Effective leadership</td>
<td>Creative imagination, Sense of reality, Effective sensibility</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Main contribution of HRD audit is to focus on</td>
<td>Value-adding HRD</td>
<td>Value-adding HRD</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A culture having which factors as its bed rocks is highly suitable for 360 degree appraisal.</td>
<td>Openness, Authenticity, Confrontation</td>
<td>Openness, Authenticity, Confrontation</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The problem and challenges of continuous improvement can be effectively tackled by taking advantage of ________.</td>
<td>Synergy of teams</td>
<td>Training</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the preparations to be done during pre-interview session by the employer about the employee.-</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Select The Blank
Question: On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.
Correct Answer: method
Your Answer: method

Multiple Choice Single Answer
Question: The concept of quality control as a distinct discipline emerged in the United States in the early -
Correct Answer: 1920’s
Your Answer: 1920’s

Select The Blank
Question: People take ________ supportively and use it for development.
Correct Answer: Feedback
Your Answer: Feedback

Select The Blank
Question: Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________
Correct Answer: avoidable circumstances
Your Answer: avoidable circumstances

True/False
Question: As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty
Correct Answer: False
Your Answer: True

Multiple Choice Multiple Answer
Question: How does the people in the organisation take feedback seriously and try to benefit from the same?
Correct Answer: The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others.
Your Answer: The candidate is desirous to be better, The candidate is desirous of knowing himself through the eyes of others.

Select The Blank
Question: In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years
Correct Answer: two
Your Answer: two
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The HRD programmes fail due to poverty, social injustice.</td>
<td>True</td>
<td>True</td>
</tr>
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**Multiple Choice Single Answer**

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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the situation where a person takes the necessary steps at the right moment of time</td>
<td>Action</td>
<td>Reaction</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the various Organisational effectiveness dimensions.</td>
<td>Higher productivity, Cost reduction, More profit</td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
</tbody>
</table>

**HRM ASSGN : 3: SHAGUN**

**True/False**

<table>
<thead>
<tr>
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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The dimensions of the Human Resources portfolio matrix do not have the same form as for product &amp; market portfolio.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD audit can also be used against the HRD department</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the steps that develop strategic framework for HRD</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
</tbody>
</table>

**Select The Blank**

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<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________ means every employee is an active participant in goal attainment.</td>
<td>Employee involerment</td>
<td>Employee involerment</td>
</tr>
</tbody>
</table>

**True/False**

<table>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
Under orientation programmes, some very important issues discussed and clarified are:

- Correct Answer: Purpose of 360 Degree Feedback, Who analyzes the data? , Who are going to provide feedback?
- Your Answer: Purpose of 360 Degree Feedback, Who analyzes the data? , Who are the participants?

### Select The Blank

**Question**
The whole process of conducting a 360 - Degree Feedback process in any organisation could last about ________.

- Correct Answer: One & half to about 3 months
- Your Answer: One & half to about 3 months

### Multiple Choice Single Answer

**Question**
What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?

- Correct Answer: Disharmony in individual & organisational goal balance.
- Your Answer: Disharmony in individual & organisational goal balance.

### Select The Blank

**Question**
In a re-engineering programme, when a process changes so does the ______ of the concerned employee.

- Correct Answer: job profile
- Your Answer: job profile

### Multiple Choice Single Answer

**Question**
Name the process which is continuos and stops only when the organisation ceases to exist

- Correct Answer: Hiring
- Your Answer: Hiring

### Select The Blank

**Question**
Union leaders at different levels & at federatoins are elected on ________

- Correct Answer: democratic principle
- Your Answer: political consideraitions

### Multiple Choice Single Answer

**Question**
Name one of the drawbacks that can take place while designing the form-

- Correct Answer: The rating scale are ambiguous
- Your Answer: The rating scales of the employee

### Multiple Choice Multiple Answer

**Question**
List the measures to overcome the HRD problems in India

- Correct Answer: Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance
- Your Answer: Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance
### Multiple Choice Multiple Answer

**Question**
The HRD outcomes can influence the organisation's business goals which may be in terms of -

**Correct Answer**
Higher productivity, Satisfied customers, Satisfied stockholders

**Your Answer**
Cost effectiveness, Satisfied customers, Satisfied stockholders

### Multiple Choice Single Answer

**Question**
If supply of labour is higher than demand, which factor would be relatively low?

**Correct Answer**
Wage

**Your Answer**
Wage

### Multiple Choice Multiple Answer

**Question**
Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of

**Correct Answer**
various ministeries, manufactures of commerce, cost account & Consumer

**Your Answer**
manufactures of commerce, cost account & Consumer, various ministeries, employess organisations

### Multiple Choice Single Answer

**Question**
How would human resource management be used as a business development tool?

**Correct Answer**
Infusing professionalism & dynamism

**Your Answer**
By building relationship networks.

### True/False

**Question**
Workers and trade unions never participate in the management of human resources

**Correct Answer**
False

**Your Answer**
False

### Multiple Choice Single Answer

**Question**
Name the system which is simple, less expensive & less time consuming.

**Correct Answer**
Ranking

**Your Answer**
Ranking

### Multiple Choice Single Answer

**Question**
In the same organisation, with the new policy, what is the policy if the assessor is transferred from his/her job after Feb.

**Correct Answer**
He/She will complete the appraisal of those reporting to him/her & proceed on transfer

**Your Answer**
The appraisal will be done by the new incumbent in the position as at 31st Aug.

### Multiple Choice Multiple Answer

**Question**
While planning for surplus, the following are the options:

**Correct Answer**
Reduce work hours, Redesign the jobs, Reassign the jobs

**Your Answer**
Increase work hours, Redesign the jobs, Reassign the jobs

### True/False

**Question**
Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning

**Correct Answer**
True
Multiple Choice Multiple Answer
Question: Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:
Correct Answer: Suitable compensation plan, Selection of the right people, Good performance appraisal system
Your Answer: Suitable compensation plan, Selection of the right people, Good performance appraisal system, Training to managers

True/False
Question: Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer: True
Your Answer: True

Select The Blank
Question: A strong _______ can have a lasting effect and provide sustenance to an organisation.
Correct Answer: Culture
Your Answer: Culture

Multiple Choice Multiple Answer
Question: What are the general characteristics of a Technical - functional competence?
Correct Answer: They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants, Primary interest in functional work
Your Answer: Primary interest in functional work, Such individuals start a new business, less for making money than for creating product that could be identified as theirs, They would like to remain expert rather than become general managers

Multiple Choice Multiple Answer
Question: Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:
Correct Answer: Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors
Your Answer: Supervision & leadership, Leadership & management, Co-operation & association outside the line of authority

Select The Blank
Question: _______ and retention of qualified employees is a common goal shared by many employers.
Correct Answer: Recruitment
Your Answer: Recruitment

Multiple Choice Single Answer
Question: What is it that can be defined as a written record of the duties, responsibilities and conditions of job.
Correct Answer: Job description
Your Answer: Job description

Match The Following
Question | Correct Answer | Your Answer
--- | --- | ---
<table>
<thead>
<tr>
<th>Simple act of comparison &amp; learning for organisational improvement</th>
<th>Benchmarking</th>
<th>Benchmarking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Japanese firms had long been benchmarking other companies, many of them American</td>
<td>Ohirata (1994)</td>
<td>Ohirata (1994)</td>
</tr>
<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>Ford Motors</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

**Question**
Name the factors which come under 'Work Planning' that is component systems of HRD:

**Correct Answer**
Performance appraisal, Role analysis, Contextual analysis

**Your Answer**
Potential appraisals, Performance appraisal, Role analysis

**Multiple Choice Single Answer**

**Question**
The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:

**Correct Answer**
Search for security

**Your Answer**
Search for security

**Select The Blank**

**Question**
_______ should reinforce positive behaviour.

**Correct Answer**
Feedback

**Your Answer**
Feedback

**True/False**

**Question**
Trade union is a group of two people who come to strengthen their bargaining position.

**Correct Answer**
False

**Your Answer**
False

**Select The Blank**

**Question**
For closure government permission is required at least _______ days before the intended closure

**Correct Answer**
90

**Your Answer**
30

**Multiple Choice Multiple Answer**

**Question**
What are the key components of a Business Process Re-engineering Programme?

**Correct Answer**
Customer Satisfaction, Service delivery, Product development

**Your Answer**
Benchmarking, Customer Satisfaction, Service delivery, Product development

**Multiple Choice Single Answer**

**Question**
What is the percentage change in allocation for such a sector over the preceding years allocation?

**Correct Answer**
0.5
### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>what are the common objections against the treatment of people as assets in a HRM system</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
<td>There is no assurance of future benefits, it does not recognise the human side human side to mgmt side to side to mgmt of human resources, people are not owned by the organisation</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.</td>
<td>EMS</td>
<td>EMS</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is route to be followed in order to realise vision and overall purpose.</td>
<td>Strategy</td>
<td>Strategy</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job performance refers to :-</td>
<td>The actual achievements compared with the objectives of the job.</td>
<td>Successful completion of an assigned task contributing to the organisation goals. , The actual achievements compared with the objectives of the job. , The actual achievements of the individual compared with the target / expectations.</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the main issues stressed out throughout the workshop?</td>
<td>Openness to feedback, Developmental attitude</td>
<td>Openness to feedback, Developmental attitude, Closeness to Feedback, Organisational attitude</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td>Recruitment</td>
<td>Development</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manpower planning method.</td>
<td>Long range estimates of vacancies.</td>
<td>Long range estimates of vacancies.</td>
</tr>
<tr>
<td>Step involved in manpower planning</td>
<td>Selecting adequate source of recruitment.</td>
<td>Selecting adequate source of recruitment.</td>
</tr>
<tr>
<td>Name the three types of forecast</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
<td>Long, short and medium forecasts.</td>
</tr>
</tbody>
</table>
Limitation of manpower planning.  |  Inaccuracy.  |  Inaccuracy.

### Multiple Choice Multiple Answer

**Question**
Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer**
The first promotion, Successfully completed assignment, The first performance appraisal

**Your Answer**
The first promotion, Successfully completed assignment, The first performance appraisal

### True/False

**Question**
Long range planning are beyond eight years

**Correct Answer**
False

**Your Answer**
False

### Multiple Choice Single Answer

**Question**
There are several ways in which human resource management can strengthen relationships to accomplish organisational goals. What was one of the findings from the survey of 1996 from some Indian Experiences?

**Correct Answer**
An increasing number of human resources professionals have been included in the top management.

**Your Answer**
Building synergies across the organisation.

### Multiple Choice Single Answer

**Question**
Which systems are more scientific in the organisations, as each individual will have an individual score card.

**Correct Answer**
Appraisal

**Your Answer**
Appraisal

### True/False

**Question**
Majority of the disputes in industries are related to the problem of wages, salaries & benefits

**Correct Answer**
True

**Your Answer**
True

**Multiple Choice Multiple Answer**

Question
What is Business Process Re-engineering?

Correct Answer
The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology. Encouraging enterprenewal adaptation on capabilities with stress on innovative skills & collaborative decision-making

Your Answer
The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology.

**True/False**

Question
Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management

Correct Answer
True

Your Answer
True

True

**Multiple Choice Single Answer**

Question
In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?

Correct Answer
Career path model

Your Answer
Career path model
Select The Blank

Question

Section ________ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.

Correct Answer

25-G

Your Answer

25-G

Multiple Choice Multiple Answer

Question

Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

Correct Answer

The first promotion, Successfully completed assignment, The first performance appraisal

Your Answer

The first promotion, Successfully completed assignment, The first performance appraisal

True/False

Question

Performance development plan is set for the employee by his immediate boss.

Correct Answer

True
Multiple Choice Single Answer

Question

Name the recruitment process which is said to be a costly affair

Correct Answer

External

Your Answer

External

Multiple Choice Single Answer

Question

What does a Supervisory Skill Level Survey entail?

Correct Answer

Method of measuring training needs of a Co's supervisors through well designed psychometric tests

Your Answer

Method of measuring training needs of a Co's supervisors through well designed psychometric tests

Multiple Choice Multiple Answer

Question
Name the three performance counselling phase.-

Correct Answer

Action Planning, Rapport building, Exploration

Your Answer

Rapport building, Exploration, Action Planning

True/False

Question

The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.

Correct Answer

True

Your Answer

False

Select The Blank

Question

The ________ provide resources to approved employment schemes in the organised & marginised sectors

Correct Answer

Employment Generation Fund

Your Answer

Employment Generation Fund
Multiple Choice Multiple Answer

Question
What are the objectives of inspection?

Correct Answer
Removing defects, Consumer satisfaction, Quality product

Your Answer
Removing defects, Consumer satisfaction, Quality product

Multiple Choice Multiple Answer

Question
What includes in Salary Survey?

Correct Answer
Inflation indicators, Salary budget averages, Average salaries

Your Answer
Average Compensation, Inflation indicators, Average salaries

Multiple Choice Multiple Answer

Question
What are the published literature of the company which help in assessing the strengths and weaknesses of HRD?

Correct Answer
Manual reports, Marked Handouts, Personal Manual
Multiple Choice Single Answer

Question

In an employees organisation the flow of decisions from the President / Secretary & Craft / Unit level Union flow to -

Correct Answer

General body of Members of employees organisations

Your Answer

General body of Members of employees organisations

Select The Blank

Question

In indian since the liberalisation process in 19991, FDI flows have developed each year & exports are up by more than ________

Correct Answer

0.5

Your Answer

0.59

Multiple Choice Multiple Answer
According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization & globalization?

Correct Answer
Be able to capitalize on global trade, Not ignore quality, Product development

Your Answer
Diversity rather than focus on a single area of competence, Be able to capitalize on global trade, Not ignore quality

True/False

Question
Through consumers participation in management, consumer will lose their rights through served technique

Correct Answer
False

Your Answer
False

True/False

Question
Organizations gear most of their management succession activities to the immediate past.

Correct Answer
False

Your Answer
True

Select The Blank

Question

Large recruitment _______ problematic and vice-versa.

Correct Answer

Less

Your Answer

More

Select The Blank

Question

Union leaders at different levels & at federatoins are elected on _________

Correct Answer

democratic principle

Your Answer
democratic principle

Multiple Choice Single Answer

Question

When one's financial & social position is almost entirely determined by the second occupation, the extent of second jobbing may be known as:
Correct Answer

Full Moon Lighting

Your Answer

Quarter Moon lighting

Match The Following

Question

Correct Answer

Your Answer

Feedback

It should be data-based and not impressionistic

It should be data-based and not impressionistic

Rapport building

In this case there is a climate of acceptance & warmth

In this case there is a climate of acceptance & warmth

Exploration

In this case, the employee should appreciate his strengths & weakness.

In this case, the employee should appreciate his strengths & weakness.
Action Planning

In this case, the interview should end with specific plans of action for the development of the employee.

Select The Blank

Question
For closure government permission is required at least ________ days before the intended closure

Correct Answer
90

Your Answer
90

Multiple Choice Single Answer

Question
Women employees presently restrict / limit their career to selected jobs & organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -

Correct Answer
Dual career group
True/False
Question
Employees feel frustrated due to low specialisation in the work
Correct Answer
True

True/False
Question
HRD audit can also be used against the HRD department
Correct Answer
True

True/False
Question
Under point method, common factors to all the jobs are identified.

Correct Answer
True

Your Answer
True

**Multiple Choice Multiple Answer**

Question

What are the causes for unsound functioning of Indian Trade unions?

Correct Answer
Multilpe unions, Category wise unions, Intra & inter union rivalry

Your Answer
Multilpe unions, Intra & inter union rivalry, Over membership

**Multiple Choice Multiple Answer**

Question

Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogeneity in the nature of human beings. It is necessary to follow certain principles like:

Correct Answer
Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information

Your Answer
Appraise on the basis of sufficient information, Appraise on the basis of relevant information
Select The Blank

Question

In no phase of business life is ________ as important as in making promotion decisions.

Correct Answer

Integrity

Your Answer

Growth

Select The Blank

Question

The job evaluation programme once installed must be continued on a ________ basis.

Correct Answer

permanent

Your Answer

permanent

Multiple Choice Multiple Answer

Question

360 - Degree Appraisal is to get a broad assessment of an individual from different sources, following factors need to be watched at this stage -

Correct Answer
Individual learning, Organisational learning, Improved Individual behaviour

Your Answer

Individual learning, Organisational learning, Improved Individual behaviour

Select The Blank

Question

_________ is the pay which the employee gets based on his performance in the company as per his set role and responsibilities.

Correct Answer

Merit Pay

Your Answer

Compensation

True/False

Question

Employee's organisations in India have their impact on various aspects, policies pertaining to human resources management of various industries

Correct Answer

True

Your Answer

True
Multiple Choice Multiple Answer

Question

Motorola developed an index, Individual Dignity Entitlement based on following questions:

Correct Answer

Do you have a substantive job that contributes to the success of Motorola? , Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful?

Your Answer

Do you have a substantive job that contributes to the success of Motorola? , Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful?

Multiple Choice Single Answer

Question

Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.

Correct Answer
Elliot Jacques

Your Answer
Fred Luthas

Select The Blank

Question

For closure, every worker is to be compensated with ________ average pay for every year of service completed.
Correct Answer
15 days

Your Answer
15 days

Multiple Choice Single Answer

Question
Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -

Correct Answer
15 years

Your Answer
5 years

Match The Following

Question
"Working on your liabilities"

Correct Answer
Life long mission

Your Answer
Life long mission
Assignment to some important task force or committee

Offsetting Plateauing effect

Need-opportunity Alignment

Crucial role played by HRD

Continued self development

A leadership quality

Multiple Choice Multiple Answer

Question

Name the three important components in aligning business strategy with HR practice:

Correct Answer

Multiple Choice Single Answer

Question
When do managers lose faith in the fairness of the top management.

Correct Answer
Promoting from outside

Your Answer
Promoting from outside

Multiple Choice Single Answer

Question
Name the situation where a person takes the necessary steps at the right moment of time

Correct Answer
Action

Your Answer
Action

Select The Blank

Question
A dynamic and everchanging environment calls for a shift in approach from ________ human resource
management to a proactive and innovative one.

Correct Answer

reactive

Your Answer

reactive

**Multiple Choice Single Answer**

**Question**

When was the act of absorbing & incorporating the best contemporary practices relevant to the companies needs & by whom?

Correct Answer

Xerox (mid 70's)

Your Answer

Xerox (mid 60's)

**Multiple Choice Multiple Answer**

**Question**

What includes in Salary Survey?

Correct Answer

Salary budget averages, Average salaries, Inflation indicators

Your Answer

Inflation indicators, Salary budget averages, Average salaries

**Multiple Choice Single Answer**

**Question**

Under phase 5, what is it that is conducted for two days or more depending on the number of participants

Correct Answer

Workshop

Your Answer

Follow-up

**Multiple Choice Multiple Answer**

**Question**

What are the objectives of a quality control programme?

Correct Answer

Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

Your Answer

Improvement in minimizing wastages, An effective inspection & control system, Conformance with desired standards.
<table>
<thead>
<tr>
<th>Question</th>
<th>While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It's own approach to problem solving technique</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Open - ended discussion</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Training of appraisee can primarily address issues like -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>How to process the data , How to identify the areas for personal development , How to chart out action</td>
</tr>
<tr>
<td>Your Answer</td>
<td>How to process the data , How to identify the areas for personal development , How to chart out action</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What was the total budgetary allocation made towards education as a vehicle for social transformate on by the then Minister of Finance, Yashwant Sinha in the 1998 budqe?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rs 70,470 million</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rs 70,470 million</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>List the basic managerial skills:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>To supervise , To stimulate , To motivate</td>
</tr>
<tr>
<td>Your Answer</td>
<td>To supervise , To motivate , To control</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The functioning of federations and unions has its impact on human resources management of varios industries &amp; organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>______ is the example of the balanced score card applications in some companies.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>AT &amp; T</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Siemens</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the features of a managerial walkabout s in the Corporate Sector?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The Manager is made completely free from all other corporate responsibilities , He is full-time on the walkabout , It could mean limited resources being given to a manager to work on.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>The Manager is made completely free from all other corporate responsibilities , He is given full freedom &amp; cannot be restrained by corporate policy.</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Employer has to pay _________ of the basic wages to the employees during the lay off period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.5</td>
</tr>
<tr>
<td>Question</td>
<td>During the pre-reform period what was the industrial growth during the 1950-60 period essentially</td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>7% to 9%</td>
</tr>
<tr>
<td>Your Answer</td>
<td>6.5% to 8.0%</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>In no phase of business life is ________ as important as in making promotion decisions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Integrity</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Innovation</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Employee's organisations in India have their impact on various aspects, policies pertaining to human resources management of various industries</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The HRD programmes fail due to poverty, social injustice.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Mention certain weaknesses under the grading method:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It is difficult to write grade description, It oversimplifies sharp differences between different jobs &amp; different grades, It is considered to be less subjective</td>
</tr>
<tr>
<td>Your Answer</td>
<td>It is considered to be less subjective, It is difficult to write grade description, It oversimplifies sharp differences between different jobs &amp; different grades</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Counselling involves a one to one discussion between the participant and administrator.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The relationship between good HR practices and organisational effectiveness is very simple.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Which kind of appraisal done separately will provide feedback on the potential of these managers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Potential appraisal</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Managerial appraisal</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the recruitment process which is said to be a costly affair</th>
</tr>
</thead>
</table>

34
### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category</td>
<td>Simple ranking and grading are placed under such category.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Simple ranking and grading are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**  
Section _______ of the Industrial Disputes Act 1947 , states that an employer should only retrench employees who have been most recently hired.  

**Correct Answer** 25-G  
**Your Answer** 25-D

### True/False

**Question**  
Human resource Audit is full-fledged methodology to bring about a change.  

**Correct Answer** False  
**Your Answer** True

### Multiple Choice Single Answer

**Question**  
In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?  

**Correct Answer** Career path model  
**Your Answer** Development grade model

### Multiple Choice Single Answer

**Question**  
In resent times, which department and head of the same usually initiates the manpower plan.  

**Correct Answer** HR department  
**Your Answer** HR department

### Select The Blank

**Question**  
_______ system stresses on discipline and there is simplicity in the form.  

**Correct Answer** Merit rating  
**Your Answer** Point rating

**Question**  
_______ are the visible amounts given for fertilizers export promotion, etc.
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select The Blank</td>
<td>________ is route to be followed in order to realise vision and overall purpose.</td>
<td>Strategy</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Under orientation programmes, some very important issues discussed and clarified are:</td>
<td>Who are going to provide feedback?, Purpose of 360 Degree Feedback, Who analyzes the data?</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Who found that customer perceptions &amp; attitudes were affected by what employees experienced?</td>
<td>Schneider</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>What was the key essential objective of the changed economic policy at the global level</td>
<td>to integrate the Indian economy with the world economy,</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.</td>
<td>EMS</td>
</tr>
<tr>
<td>True/False</td>
<td>Organizations gear most of their management succession activities to the immediate past.</td>
<td>False</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>What are the causes for unsound functioning of Indian trade unions?</td>
<td>Multiple unions, Category wise unions, Intra &amp; inter union rivalry, Over membership</td>
</tr>
</tbody>
</table>
**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephen Knauf defined HRA as &quot;the measurement &amp; ________ of Human organisational inputs such as recruitment, training experience &amp; commitment&quot;</td>
<td>Qualification</td>
<td>Accounting</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>There are companies where the HR department lists out the raters by choosing randomly from the participant's list of work related employees. Each rater receives an envelop having the following: Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Letter from the monitors</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. George S. Odiorne</td>
<td>HR portfolio matrix (classification Quadrants)</td>
<td>HR portfolio matrix (classification Quadrants)</td>
</tr>
<tr>
<td>Dr. Blake and Mouton</td>
<td>Grid Seminars</td>
<td>Managerial Walkover</td>
</tr>
<tr>
<td>The Interview Methos</td>
<td>In the absence of appraisal system</td>
<td>Supervisory Skill Level Survey</td>
</tr>
<tr>
<td>The Questionnaire Method</td>
<td>A large target group</td>
<td>In the absence of appraisal system</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A key HR role in the firm will be multidisciplinary consulting around - Individual, Team, Business unit</td>
<td>Individual, Team, Business unit</td>
<td>Individual, Team, Business unit</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The job evaluation programme once installed must be continued on a ________ basis.</td>
<td>permanent</td>
<td>permanent</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficulties in a few years, India needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns</td>
<td>Non-merit</td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federation &amp; unions at few levels are managed on the lines of management of a political body</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In which approach towards training and development stress is to be given on learning rather than on teaching?</td>
<td>Agricultural approach</td>
<td>SSL Technology</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Factor comparison system consists of selection of key jobs.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Name one of the steps to design a performance appraisal plan.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Establish performance standards</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Establish performance standards</td>
<td></td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>What are the needs for Quality Audit?</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>It provides a benchmark as to the performance of the quality system. , It constitutes a permanent record of the progress in achieving the goals of quality. , It facilitates and encourages supplier quality certification systems.</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>It acts as an appraisal system to gauge the performance of the TQM processes. , It constitutes a permanent record of the progress in achieving the goals of quality. , It facilitates and encourages supplier quality certification systems.</td>
<td></td>
</tr>
<tr>
<td><strong>My hr attempt 1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>When employees takes up other occupation &amp; spend more or less 70% of their time &amp; resources for their business or industrial unit. Second job activity to this extent may be called as :</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Three quarter Moon Lighting</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Three quarter Moon Lighting</td>
<td></td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Under point method, common factors to all the jobs are identified.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>HRD means competence building, commitment building, and ________ building.</td>
<td></td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**: What were the key components of the New Economic Policy?

**Correct Answer**: Liberalisation, Privatization, Market friendly state

**Your Answer**: Liberalisation, Privatization, Market friendly state

### Multiple Choice Multiple Answer

**Question**: What are the common job responsibilities of an executive?

**Correct Answer**: Co-ordinate Training Programme, Keep cost within budget, Publish House Journal

**Your Answer**: Co-ordinate Training Programme, Administrative Skills, Publish House Journal

### Multiple Choice Single Answer

**Question**: Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty:

**Correct Answer**: Providing wrong information about management

**Your Answer**: Grievance handling about management

### True/False

**Question**: Trade union is a group of two people who come to strengthen their bargaining position.

**Correct Answer**: False

**Your Answer**: False

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm create programmes that yield better returns on human capital.</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**: Name the method where common factors to all the jobs are identified.

**Correct Answer**: Point

**Your Answer**: Factor comparison

### Select The Blank

**Question**: Federation & union at all levels are managed on the lines of management of

**Correct Answer**: A political body
<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>Correct Answer</strong></th>
<th><strong>Your Answer</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Select The Blank</strong></td>
<td>The ________ provide resources to approved employment schemes in the organised &amp; marginised sectors</td>
<td>Employment Generation Fund</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td>A programme that allows flexible entering &amp; learning (the organisation) times for the employees is known as -</td>
<td>Flexitime</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td>In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &amp; ________.</td>
<td>Development needs for growth</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td>Name the factors which come under ' Career System' that is component system of HRD:</td>
<td>Career planning , Career development , Potential appraisals</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td>Which systems are more scientific in the organisations, as each individual will have an individual score card.</td>
<td>Appraisal</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td>Name the different types of compensations.</td>
<td>Commissions , Overtime pay , Stock options</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td>Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning</td>
<td>False</td>
</tr>
<tr>
<td>Question</td>
<td>What are the action steps for effective Benchmarking?</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Identifying the human resources related areas to be benchmarked. Prepare a report that documents the processes, functions, its extent &amp; result areas. Understand why such a study is being conducted</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
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<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The _______ role is to ensure the deserving managers should get appropriate opportunities for job Rotation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Reviewer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Assessor</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is the primary objective behind SSL?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Politician as the custodian of the nation has the responsibility to protect the interest of all the parties envolved in the process of organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The function/task of ensuring that all sections are filled in, &amp; the evidence is sufficiently complete is that of the -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Reviewer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Reviewer</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The differences in which kind of faiths among the people is hurdle in the HRD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Religious</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Religious</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Why would management participation in trade union be open to opposition by a few?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>trade union leader may feel thire influence decelerated among trade union members, member may view thire movement weekend with the influence of management, due to misunderstandings cropping up among leader &amp; members</td>
</tr>
<tr>
<td>Your Answer</td>
<td>trade union leader may feel thire influence decelerated among trade union members, member may view thire movement weekend with the influence of management, due to misunderstandings cropping up among leader &amp; members</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Mention the objective of the potential appraisal.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>To assess an individual in terms of the highest level of work. To assist the organisation in discharging its responsibility of selecting managers.</td>
</tr>
<tr>
<td>Question</td>
<td>The factors coming under Discipline &amp; Attendance are Time keeping and _______.</td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Obedience</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Obedience</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>How many numbers of phases make up the process of the feedback?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>5</td>
</tr>
<tr>
<td>Your Answer</td>
<td>5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three phases of recruitment process:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Planning, Implementing, Evaluating</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Planning, Implementing, Screening</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>It is technology who can provide competitive advantage to corporations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Following a flexible working hours principle employees of one management institute have to work from 8.30AM to 2.30PM i.e. six hours a day. What is the first 2 hours at work established as where the employees may choose for doing their class work?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Flexible band</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Flexible band</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Workers and trade unions never participate in the management of human resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations use ________ &amp; committee management as techniques of training &amp; development for flexitime systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job rotation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job enrichment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
</tbody>
</table>
Select The Blank
Question: _____ leads to conflict between various departments is a functional organisation.
Correct Answer: The lack of appreciation for the constraints of other department.
Your Answer: Development of own specialised interests.

Multiple Choice Multiple Answer
Question: Western and Third World Studies of organisational excellence indicate major keys to organisational excellence, those are -
Correct Answer: Mission, Goals, Policies.
Your Answer: Mission, Goals, Policies.

Multiple Choice Multiple Answer
Question: Name of the various HRD score card:
Correct Answer: HRD systems maturity score, Competency score, HRD competencies systems maturity score.
Your Answer: HRD systems maturity score, Competency score.

Multiple Choice Multiple Answer
Question: Despite what problems faced, India managed to implement economic restructuring?
Correct Answer: inbalanced wealth distribution, inefficient services, clootic political scenario.
Your Answer: inbalanced wealth distribution, redundant bureaucracy, cloitic political scenario.

Multiple Choice Single Answer
Question: Which system emphasis a lot on the need to motivate people
Correct Answer: Human Resource Development.
Your Answer: Human Resource Development.

True/False
Question: Majority of the disputes in industries are related to the problem of wages, salaries & benefits.
Correct Answer: True.
Your Answer: True.

Select The Blank
Question: A dynamic and everchanging environment calls for a shift in approach from _____ human resource management to a proactive and innovative one.
Correct Answer: reactive.
Your Answer: reactive.

Multiple Choice Multiple Answer
Question: Under the phase 3 "Monitoring and Follow Up" the rater also identifies himself in several roles in the questionnaire like a -
Correct Answer: Superior, Subordinate, Colleague.
Your Answer: Colleague.

Multiple Choice Single Answer
<table>
<thead>
<tr>
<th>Question</th>
<th>Now a days is one huge task which the HR managers does, i.e.:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Hiring</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Hiring</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Hiring</td>
</tr>
</tbody>
</table>

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Union leaders at different levels &amp; at federatoins are elected on ________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>democratic principle</td>
</tr>
<tr>
<td>Your Answer</td>
<td>democratic principle</td>
</tr>
</tbody>
</table>

True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Employees feel frustrated due to low specialisation in the work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>How can management representatives essentially help employees' organisations?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Formulation of plans &amp; providing information</td>
</tr>
<tr>
<td>Your Answer</td>
<td>By taking on the role of facilitators</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Why has 'Outside leadership' played a pivotal role in the Indian Trade unions movement?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Due to a low educational standard, Poor command over English, Fear of victimization by the employer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Fear of victimization by the employer, Bureaucracy &amp; red tapism</td>
</tr>
</tbody>
</table>

True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Federation &amp; unions at few levels are managed on the lines of management of a political body</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>In the future what sort of organisations would provide expert advice &amp; consultancy &amp; further will also supply human resources for executing their projects.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employee leasing</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee leasing</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer
Question: What kind of Grading must be brought to the notice of the vice-president of the Company.
Correct Answer: Excellent, Poor
Your Answer: Excellent, Poor

**True/False**

Question: Organisations should pay for the value of the job but not for the value of the person.
Correct Answer: False
Your Answer: True

**Multiple Choice Single Answer**

Question: The questionnaire has over 250 items and requires about how may minutes to complete.
Correct Answer: 90 minutes
Your Answer: 90 minutes

**Multiple Choice Single Answer**

Question: What is it that is necessary for the training manager to know the job's skills which have to be learned by the employee recruited.
Correct Answer: Adequate training
Your Answer: Adequate training

**True/False**

Question: Long range planning are beyond eight years.
Correct Answer: False
Your Answer: False

**Select The Blank**

Question: In ________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.
Correct Answer: LARSEN & TUBRO LTD.
Your Answer: LARSEN & TUBRO LTD.

**Multiple Choice Multiple Answer**

Question: Under "Workshop" feedback is done on which kind of categories?
Correct Answer: Managerial role, Leadership styles, Behavioural qualities
Your Answer: Managerial role, Leadership styles, Behavioural qualities

**True/False**

Question: It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.
Correct Answer: False
Your Answer: False

**Multiple Choice Multiple Answer**

Question: What are the action steps for effective Benchmarking?
Correct Answer: Identifying the human resources related areas to be benchmarked. Prepare a report that documents the processes, functions, its extent & result areas,
Understand why such a study is being conducted

Your Answer
Identifying the human resources related areas to be benchmarked. Prepare a report that documents the processes, functions, its extent & result areas. Understand why such a study is being conducted

**Multiple Choice Single Answer**

**Question**
Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at Plant level / Shop level essentially invite?

**Correct Answer**
Representatives from line & personnel department.

**Your Answer**
Divisional / departmental manager & line representatives.

**Multiple Choice Multiple Answer**

**Question**
Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:

**Correct Answer**
Skill, Efforts, Accountability

**Your Answer**
Skill, Job enrichment, Accountability

**True/False**

**Question**
Majority of the disputes in industries are related to the problem of wages, salaries & benefits

**Correct Answer**
True

**Your Answer**
True

**Multiple Choice Multiple Answer**

**Question**
Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita’s Systems of benchmarking?

**Correct Answer**
Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

**Your Answer**
Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

**Select The Blank**

**Question**
The role of the organisation in career planning is to introduce & strengthen systems to ensure _________ of employees

**Correct Answer**
Career Progression

**Your Answer**
Self development

**Multiple Choice Multiple Answer**

**Question**
Besides business process re-engineering & benchmarking; then are some other useful tools to bring about continuous improvement in an organisation.

**Correct Answer**
Human Resource Audit, Human Resource Accounting, Urgency Motivation

**Your Answer**
Human Resource Audit, Human Resource Accounting, Urgency Motivation

**Multiple Choice Single Answer**

**Question**
Which system emphasis a lot on the need to motivate people

**Correct Answer**
Human Resource Development

**Your Answer**
Human Resource Development

**Multiple Choice Single Answer**

**Question**
What is it that is treated as a soul of the HR functions?
### Correct Answer
- HRD

### Your Answer
- HRD

### Select The Blank
**Question**: One of the feature HRD goals are, ________ is a perishable commodity

**Correct Answer**: Labour

**Your Answer**: Management

### Multiple Choice Single Answer
**Question**: Why is it found that federations & Unions constitute an important & crucial wing of an organisation?

**Correct Answer**: If mismanaged they affect industrial peace

**Your Answer**: They can be threat to management

### Multiple Choice Single Answer
**Question**: One of the importance of HRD is

**Correct Answer**: Role clarity

**Your Answer**: Role clarity

### Multiple Choice Multiple Answer
**Question**: Training of appraisee can primarily address issues like -

**Correct Answer**: How to process the data, How to identify the areas for personal development, How to chart out action

**Your Answer**: How to identify the areas for personal development, How to chart out action

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>Ford Motors</td>
</tr>
<tr>
<td>Simple act of comparison &amp; learning for organisational improvement</td>
<td>Benchmarking</td>
<td>Benchmarking</td>
</tr>
<tr>
<td>Japanese firms had ling been benchmarking other companies, many of them American</td>
<td>Ohirata (1994)</td>
<td>Ohirata (1994)</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer
**Question**: HRD process variable include -

**Correct Answer**: Role clarity, Work planning, Better communication

**Your Answer**: Role clarity, Better communication

### Multiple Choice Multiple Answer
**Question**: What are the main issues stressed out throughout the workshop?

**Correct Answer**: Openness to feedback, Developmental attitude
<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Flexitime works better when the employees have self-determination</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td></td>
<td>Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>What includes in Salary Survey ?</td>
<td>Inflation indicators, Salary budget averages, Average salaries</td>
<td>Average Compensation, Average salaries</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Name the type of skill where the manager generally delegates and gets things done through others.</td>
<td>Leadership skills</td>
<td>Leadership skills</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Employer has to pay ________ of the basic wages to the employees during the lay off period</th>
<th>Correct Answer 0.5</th>
<th>Your Answer 0.5</th>
</tr>
</thead>
</table>

| Select The Blank                | For the period of the lay off up to a maximum of ________ workmen will be paid compensation equal to half their basic pay & D.A. | Correct Answer 45 days                                                       | Your Answer 45 days                                                       |

| Select The Blank                | People take ________ supportively and use it for development. | Correct Answer Feedback                                                      | Your Answer Feedback                                                      |

| True/False                     | Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment | Correct Answer True                                                        | Your Answer True                                                         |

<p>| Select The Blank                |                                                                           |                                                                               |                                                                          |</p>
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.</td>
<td>EMS</td>
<td>EMS</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>What can give significant inputs about existing state of accountability of employees.</td>
<td>HRD audit</td>
<td>HRD audit</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
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</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>Stephen Knauf defined HRA as &quot; the measurement &amp; ________ of Human organisational inputs such as recruitment , training experience &amp; commitment</td>
<td>Qualification</td>
<td>Qualification</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>Collecting bargaining is an institutional process for solving problems arising directly out of employee-worker relationships</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>Name the recruitment process which is said to be a costly affair</td>
<td>External</td>
<td>External</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>A new professional body called the National HRD Network took birth in :</td>
<td>1985</td>
<td>1985</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>________ should reinforce positive behaviour.</td>
<td>Feedback</td>
<td>Feedback</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>Name the three aspects of manpower planning:</td>
<td>Who should plan? , Planning for whom , Timing for plam</td>
<td>Why should we plan? , Planning for whom , Timing for plam</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to cleen its fiscal dificult ina few year, India needs to out down about 50% of subsidies in ________ goods since it yields only 10% returns</td>
<td>Feedback</td>
<td>Feedback</td>
</tr>
</tbody>
</table>
True/False

Question: Proper implementation and support of all management levels are not very crucial for the success of HRD audit

Correct Answer: False

Your Answer: False

Match The Following

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major sources of recruitment in private sector.</td>
<td>Employee recommendations and advertisement.</td>
<td>Employee recommendations and advertisement.</td>
</tr>
<tr>
<td>SANDOZ INDIA LTD.</td>
<td>Internal Advertising is restored for all vacancies.</td>
<td>Internal Advertising is restored for all vacancies.</td>
</tr>
<tr>
<td>NATIONAL MACHINERY manufacturers ltd.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
</tr>
<tr>
<td>Major sources of recruitment in public sector.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
</tr>
</tbody>
</table>

HRM assign:11: Amit

True/False

Question: It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.

Correct Answer: False

True/False

Question: In the orientation phase, all participants are to submit a list of appraisers by whom they would like to be assessed.

Correct Answer: True

Multiple Choice Multiple Answer

Question: Experience has shown HRD audit has tremendous impact on business in areas like:

Correct Answer: strategic Planning, role clarity, Streamlining practices

True/False

Question: Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation

Correct Answer: False

Multiple Choice Single Answer

Question: What can influence the organisation's business goals?

Correct Answer: HRD outcomes

Multiple Choice Multiple Answer

Question: Leadership is difficult to define but easy to appreciate. Name some of the leadership qualities.

Correct Answer: Personal Integrity, Technical ability, Motivator

Select The Blank

Question: The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees

Correct Answer: Career Progression
Multiple Choice Single Answer
Question What is it that is treated as a soul of the HR functions?
Correct Answer HRD

True/False
Question The HRD programmes fail due to poverty, social injustice.
Correct Answer True

Multiple Choice Single Answer
Question When was the first attempt made to move a change in policies regarding business, licenses & permits operating in India
Correct Answer Mid 80's

Multiple Choice Single Answer
Question Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty :
Correct Answer Providing wrong information about management

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Secretary & Craft / Unit level Union flow to -
Correct Answer General body of Members of employees organisations

True/False
Question Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.
Correct Answer True

Select The Blank
Question A major reason for resistance to re-engineering is a challenge to the existing ________.
Correct Answer hierarchy

Multiple Choice Single Answer
Question The concept of quality control as a distinct discipline emerged in the United States in the early
Correct Answer 1920's

Match The Following
Question Correct Answer Your Answer
1) Intermediate 1 year to 5 years 1 year to 5 years
2) Long range Beyond 5 years Beyond 8 years
3) Business plans Data from within the organization Beyond 5 years
4) Immediate Within 1 year Within 1 year

True/False
Question Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning
Correct Answer False

Multiple Choice Multiple Answer
Question What are the elements of a quality control system?
Correct Answer A means of measurement of accomplishment, A means of standard., A comparision of actual results with the standard.

True/False
Question Career planning is essentially the process of aligning the career needs of the employee with
the organizational career opportunities
Correct Answer True

Match The Following
Question Correct Answer Your Answer

Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated technical and professional competence.
Ability to consider the extent and depth of demonstrated technical and professional competence.

Decision - making defined in the appraisal form Ability to analyse relevant facts, evaluate various alternatives. Ability to analyse relevant facts, evaluate various alternatives.

Communicating defined in the appraisal form Ability to consider clarity and precision of verbal and written expression of ideas and feelings.
Ability to marshal and analyse relevant data anticipate eventualities.

Multiple Choice Multiple Answer
Question What is the need for HRA?
Correct Answer No information about organization human resource is available to manager in conventional accounting', the measure of the income which are provided in conventional statements do not accurately reflect the level of business performance, if the value of human resources is not duly reported in the P&L A/c & balance sheet impact of mgt decision of human asset can not be gauged

Select The Blank
Question Expenses incurred by a firm on recruitment , training & development of employees are treated as ________
Correct Answer Current costs

Multiple Choice Multiple Answer
Question Some problems are inherent in the performance Appraisal System, they are -
Correct Answer Discrimination , First impression, Central tendency

Multiple Choice Multiple Answer
Question The scheme of participation of consumer representative is impracticable, difficult & not feasible in the present circumstances owing to
Correct Answer Illiteracy levels, possible opposition from employees & then unions, Negligence on part of the consumer

Multiple Choice Multiple Answer
Question Name the first three phases that make up the process of the feedback exercise -
Correct Answer Participants orientation, Questionnaire distribution, Monitoring & follow up

Multiple Choice Multiple Answer
Question What are the factors that warrant the attention for successful implementation?
Correct Answer Feedback management, Action planning, Reinforcement of new behaviour

Multiple Choice Multiple Answer
Question What is Business Process Re-engineering?
Correct Answer The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology, Encouraging enterpreneurial adaptation on capabilities with stress on innovative skills & collaborative decision-making

True/False
Question Some employees may not like flexibility in horizontal movement from one job to another
Correct Answer True

Select The Blank
Question The link between sense of reality and ________ is important for proper understanding of the
definition of sense of reality
Correct Answer imagination

Multiple Choice Single Answer
Question When do managers lose faith in the fairness of the top management.
Correct Answer Promoting from outside

Multiple Choice Single Answer
Question What is one of the major reasons for a perceived rise in number of moon-lights in the coming future?
Correct Answer Change in values & expectations.

Multiple Choice Single Answer
Question Under the pre-Interview preparation it is useful to note the key points
Correct Answer Paper

Select The Blank
Question No worker employed in any industry who has been in continuous service for more than _______ , can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people
Correct Answer 1 year

Select The Blank
Question One of the feature HRD goals are, _________ is a perishable commodity
Correct Answer Labour

Multiple Choice Single Answer
Question The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show :
Correct Answer Managerial competence

Select The Blank
Question For closure, if there is no response (from government) within ________ permission is deemed to have been granted
Correct Answer 60

Multiple Choice Multiple Answer
Question What are the objectives of inspection?
Correct Answer Removing defects, Consumer satisfaction, Quality product

Multiple Choice Single Answer
Question In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?
Correct Answer As strategic business partner

True/False
Question The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer True

Select The Blank
Question Where the firm pats the proposed changes into practice is called ________ stage.
Correct Answer Implementation

Multiple Choice Multiple Answer
Question Motorola developed an index, Individual Dignity Entitlement based on following questions:
Correct Answer Do you have a substantive job that contributes to the success of Motorola? , Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful?
Select The Blank
Question ________ are the visible amounts given for fertilizers export promotion, etc.
Correct Answer Explicit subsidies

Multiple Choice Single Answer
Question What form of resource allocation unit was originally created to impart training retain workes through skill upgradation & prevention of redundancy due to the technology gap?
Correct Answer National Renewal Fund

Select The Blank
Question The________ can be made using a checklist of questions
Correct Answer Observation

Select The Blank
Question For closure government permission is required at least ________ days before the intended closure
Correct Answer 90

Multiple Choice Multiple Answer
Question What are the uses of the 'Balanced Score Card' as a strategic management system?
Correct Answer It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.

HRM assgn:10: Amit

Select The Blank
Question ________ and retention of qualified employees is a common goal shared by many employers.
Correct Answer Recruitment

Multiple Choice Multiple Answer
Question Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogeneity in the nature of human beings. It is necessary to follow certain principles like:
Correct Answer Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information

Select The Blank
Question A strong ________ can have a lasting effect and provide sustenance to an organisation.
Correct Answer Culture

Select The Blank
Question The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees
Correct Answer Career Progression

Multiple Choice Multiple Answer
Question HRD process variable include -
Correct Answer Role clarity, Work planning, Better communication

Select The Blank
Question No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people
Correct Answer 1 year

True/False
Question In the Grid Seminars, stress is laid on teaching.
Correct Answer  False

**True/False**

Question  When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.
Correct Answer  True

**Multiple Choice Single Answer**

Question  Retrenchment procedures are governed what method of Accounting?
Correct Answer  LIFO

**Select The Blank**

Question  Where the firm pats the proposed changes into practice is called ________ stage.
Correct Answer  Implementation

**Multiple Choice Multiple Answer**

Question  List the measures to overcome the HRD problems in India
Correct Answer  Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance

**Multiple Choice Single Answer**

Question  What is it that good HR practices can build?
Correct Answer  Competencies

**Select The Blank**

Question  ________ leads to conflict between various departments is a functional organisation
Correct Answer  The lack of appreciation for the constraints of other department

**Multiple Choice Multiple Answer**

Question  what are the common objections against the treatment of people as assets in a HRM system
Correct Answer  There is no assurance of future benefits , people are not owened by the organisation , it may not be recognised by tax laws

**Multiple Choice Multiple Answer**

Question  Why would management participation in trade union be open to opposition by a few?
Correct Answer  trade union leader may feel thire influence decelerated among trade union members , member may view thire movement weakend with the influence of management , due to misunderstandings cropping up among leader & members

**Select The Blank**

Question  For closure , if there is no response ( from government ) within ________ permission is deemed to have been granted
Correct Answer  60

**Select The Blank**

Question  Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.
Correct Answer  40

**Multiple Choice Single Answer**

Question  The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed :
Correct Answer  Search for security

**Multiple Choice Single Answer**

Question  The 'Zero defects' concept emphasizing adherence to quality requirements and employee motivation was prompted by -
Correct Answer  Crosby
**True/False**

Question  The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual’s ultimate potential.
Correct Answer  True

**True/False**

Question  While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.
Correct Answer  manegerial

**True/False**

Question  The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer  True

**Multiple Choice Single Answer**

Question  What is concerned with developing a pool of candidates in line with the human resources plan
Correct Answer  Recruitment

**Match The Following**

Question  Action Planning In this case, the interview should end with specific plans of action for the development of the employee. In this case, the interview should end with specific plans of action for the development of the employee.
    2) Feedback It should be data-based and not impressionistic It should be data-based and not impressionistic
    3) Rapport building In this case there is a climate of acceptance & warmth In this case there is a climate of acceptance & warmth
    4) Exploration In this case, the employee should appreciate his strengths & weakness. In this case, the employee should appreciate his strengths & weakness.

**Multiple Choice Multiple Answer**

Question  Under HRD, name the factors that act as motivating forces
Correct Answer  Job enrichment , Informal organisation , Participative management

**True/False**

Question  HR stands for Human Resourse Strategies
Correct Answer  False

**True/False**

Question  Employees at present need more freedom & autonomy in doing the work
Correct Answer  True

**Multiple Choice Multiple Answer**

Question  What are the major advantages of a Generic Benchmarking Technique?
Correct Answer  It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification

**True/False**

Question  The HRD programmes fail due to poverty, social injustice.
Correct Answer  True

**Multiple Choice Single Answer**

Question  Name the system where the required competencies are available through training, councelling etc.:
Correct Answer  Development
**Multiple Choice Single Answer**

Question: What is it that is treated as a soul of the HR functions?
Correct Answer: HRD

**Multiple Choice Single Answer**

Question: Name the technique used by the point system and factor comparison system to list the job.
Correct Answer: Quantitative

**Multiple Choice Single Answer**

Question: Which system emphasis a lot on the need to motivate people
Correct Answer: Human Resource Development

**Multiple Choice Single Answer**

Question: Who found that customer perceptions & attitudes were affected by what employees experienced?
Correct Answer: Schneider

**True/False**

Question: HRD audit can also be used against the HRD department
Correct Answer: True

**True/False**

Question: An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers & restructuring organisational relationships.
Correct Answer: True

**True/False**

Question: Successful HR departments will focus on motivational performance.
Correct Answer: False

**Multiple Choice Multiple Answer**

Question: Name the process of 360 degree appraisal which can be broken into three stages or levels -
Correct Answer: Planning, Implementation, Result

**Match The Following**

Question: Essentials of a good Appraisal Plan Relating scales should be constructed adequately and in accordance with the objectives. Relating scales should be constructed adequately and in accordance with the objectives.

Question: Definition of Performance Appraisal It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation. It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.

Question: Objectives of Performance Appraisal Provision of feedback to subordinates to know where they stand. Provision of feedback to subordinates to know where they stand.

Question: Feature of Performance Appraisal It is totally different from job evaluation as well as merit rating. It is totally same as job evaluation as well as merit rating.

**Multiple Choice Single Answer**

Question: The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer: Religious

**Multiple Choice Single Answer**

Question: The "Zero defects" concept defined TQM as -
Correct Answer: The system to be used is prevention.

**Multiple Choice Single Answer**

Question: One of the importance of HRD is
Correct Answer: Role clarity
Select The Blank
Question: On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected. Correct Answer: method

Select The Blank
Question: ________ are first established on the basis of job information derived from job analysis. Correct Answer: Grades

Multiple Choice Multiple Answer
Question: Why was workers participation in management initiated? Correct Answer: to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace

Multiple Choice Multiple Answer
Question: The traditional methods of performance appraisal lay emphasis on the ratings of individual’s personality traits such as - Correct Answer: Initiative, Drive, Creativity

Select The Blank
Question: Factor comparison method is regarded as ________ method Correct Answer: complex

HR assign: 9 : divya

Multiple Choice Multiple Answer
Question: What are the factors that warrant the attention for successful implementation?
Correct Answer: Feedback management, Action planning, Reinforcement of new behaviour
Your Answer: Feedback management, Action planning, Reinforcement of new behaviour

True/False
Question: The job falling under the same grade get different wage scale.
Correct Answer: False
Your Answer: False

True/False
Question: The HRD programmes fail due to poverty, social injustice.
Correct Answer: True
Your Answer: True

Select The Blank
Question: On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected. Correct Answer: method
Your Answer: method

True/False
Question: Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer: True
Your Answer: True
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</tr>
<tr>
<td>Your Answer</td>
<td>45 days</td>
</tr>
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</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Human resource Audit is full-fledged methodology to bring about a change.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>For closure , if there is no response ( from government ) within ________ permission is deemed to have been granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>60</td>
</tr>
<tr>
<td>Your Answer</td>
<td>60</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the major advantages of a Generic Benchmarking Technique?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification</td>
</tr>
<tr>
<td>Your Answer</td>
<td>It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under HRD, name the factors that act as motivating forces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job enrichment , Informal organisation , Participative management</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job enrichment , Informal organisation , Participative management</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The final step in manpower planning is to ensure that the supply will match the demand in future.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Five main phases make up the process of the feedback exercise, name the PHASE 4-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under phase 5, what is it that is conducted for two days or more depending on the number of participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Workshop</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Workshop</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</th>
</tr>
</thead>
</table>
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogeneity in the nature of human beings. It is necessary to follow certain principles like:</td>
<td>Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information</td>
<td>Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is route to be followed in order to realise vision and overall purpose.</td>
<td>Strategy</td>
<td>Strategy</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an employees organisation the flow of decisions from the Working Committee flows to -</td>
<td>President / Secretary of Branch Union</td>
<td>President / Secretary of Branch Union</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is known not to hold overly one-sided views.</td>
<td>Judgement</td>
<td>Judgement</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whose study provides that one create appropriate HRD climate only through good practices.</td>
<td>Abraham</td>
<td>Pareek</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What can influence the organisation's business goals?</td>
<td>HRD outcomes</td>
<td>HRD Strategy</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Generally, training need identification forms a part of ________.</td>
<td>Management Appraisal System</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question** Name the basic appraisal qualities:

**Correct Answer** Action, Judgement, Alertness

**Your Answer** Action, Judgement, Alertness

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Need for HRD Audit</td>
<td>It attempts to find out the future HRD needs of the company after assessing the current HRD activities &amp; inputs</td>
<td>It attempts to find out the future HRD needs of the company after assessing the current HRD activities &amp; inputs</td>
</tr>
<tr>
<td>Limitation of HRD Audit</td>
<td>It does not give evaluation of individuals but focuses on unit and systems.</td>
<td>It does not give evaluation of individuals but focuses on unit and systems.</td>
</tr>
<tr>
<td>Definition of HRD Audit</td>
<td>It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company</td>
<td>It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company</td>
</tr>
<tr>
<td>Role of HRD Audit in business improvement</td>
<td>It helps in changes in the styles of the top management</td>
<td>It helps in changes in the styles of the top management</td>
</tr>
</tbody>
</table>

### True/False

**Question** An evaluation of where one stands on the basis of their job responsibilities, leadership, qualities etc will be a good starting point for marketing plans for success

**Correct Answer** True

**Your Answer** True

### Multiple Choice Multiple Answer

**Question** Performance counselling should not give a chance in discussion like -

**Correct Answer** Rewards, Increments, Salaries

**Your Answer** Increments, Salaries, Rewards

### Multiple Choice Multiple Answer

**Question** What are the general characteristics of Freedom or Independence competence?

**Correct Answer** They will like to work at their own place, They will like to choose their working hours, Free-lance writer & consultants come under this category

**Your Answer** They will like to work at their own place, They will like to choose their working hours, Free-lance writer & consultants come under this category

### Select The Blank

**Question** The factors coming under Discipline & Attendance are Time keeping and ________.

**Correct Answer** Obedience

**Your Answer** Sincerity

### Multiple Choice Single Answer
<table>
<thead>
<tr>
<th>Question</th>
<th>Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Periodic appraisal</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Yearly appraisal</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Some problems are inherent in the performance Appraisal System, they are -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Discrimination, First impression, Central tendency</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Discrimination, First impression</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.79</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.79</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Factor comparison method is regarded as ________ method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>complex</td>
</tr>
<tr>
<td>Your Answer</td>
<td>complex</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Essentials of effective QC's: -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Prompt approval, Regular communication, Unconditional support</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Prompt approval, Regular communication, Unconditional support</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the method where common factors to all the jobs are identified.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Point</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Point</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees, Strategic partners, Change agents</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees, Strategic partners, Change agents</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career path model</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Manpower planning model</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Business re-engineering often shift the power base, changing the 'command - and - control' approach to _________.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>'Mobilised -and - enable'</td>
</tr>
</tbody>
</table>

62
Your Answer 'Mobilised -and - enable'

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?</td>
<td>Deming , Shewhart , Juran</td>
<td>Deming , Juran</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>When employees takes up other occupation &amp; spend more or less 70% of their time &amp; resources for their business or industrial unit. Second job activity to this extent may be called as :</td>
<td>Three quarter Moon Lighting</td>
<td>Three quarter Moon Lighting</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federation &amp; unions at few levels are managed on the lines of management of a political body</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The key to the whole SSL programme lies in the identification of -</td>
<td>Supervisor's weaknesses</td>
<td>Supervisor's leadership skills</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the system which is simple, less expensive &amp; less time consuming.</td>
<td>Ranking</td>
<td>Ranking</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years</td>
<td>two</td>
<td>two</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the measures to overcome the HRD problems in India</td>
<td>Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The relationship between good HR practices and organisational effectiveness is very simple.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**  
The components of a compensation system includes:

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Job Evaluation, Job Description, Job Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Job Evaluation, Job Description, Job Analysis</td>
</tr>
</tbody>
</table>

### True/False

**Question**  
The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**  
A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficulty in a few years, India needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Non-merit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

**Question**  
The factors coming under Discipline & Attendance are Time keeping and ________.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Obedience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Obedience</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**  
What is the general principle (as per P.A.S policy of premier) of Assessment Routes?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st assessor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>1st Assessor-immediate superior, 2nd Assessor HR manager</td>
</tr>
</tbody>
</table>

### True/False

**Question**  
It can be enounced that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**  
_______ means providing the employee with necessary tools & authority to overcome obstacles to achieving goals.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Employee empowerment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Employee empowerment</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**  
What is the primary objective behind SSL?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>To objectively measure training needs</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Who is the person who should always remain away from Doppelganger effect.</td>
<td>Chief Executive</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is one of the major reasons for a perceived rise in number of moon</td>
<td>Change in values &amp; expectations.</td>
<td>A change in standard of living</td>
</tr>
<tr>
<td>- lights in the coming future?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why do most companies want HRD audit?</td>
<td>Change of Leadership, To make HR function business-driven, For growth &amp;</td>
<td>Change of Leadership, To make HR function business-driven, For growth &amp;</td>
</tr>
<tr>
<td></td>
<td>diversification</td>
<td>diversification</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________ are those who provide competitive advantage to corporations.</td>
<td>People</td>
<td>Managers</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the factors that warrant the attention for successful</td>
<td>Feedback management, Action planning, Reinforcement of new behaviour</td>
<td>Feedback management, Action planning, Feedback analysis</td>
</tr>
<tr>
<td>implementation?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The functioning of federations and unions has its impact on human</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>resources management of various industries &amp; organisation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The role of which manager must parallel the needs of his changing</td>
<td>HR</td>
<td>HR</td>
</tr>
<tr>
<td>organisation.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the long form of CII?</td>
<td>Confederation of Indian Industry</td>
<td>Confederation of Indian Industry</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name one of the components / elements of the flow of decisions in the</td>
<td>Sound Industrial relations</td>
<td></td>
</tr>
<tr>
<td>Type</td>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>True/False</td>
<td>It is not necessarily that the subordinate should feel free to participate without fear in the process of review &amp; feedback.</td>
<td>False</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Most HRD audit are due to failures of ________.</td>
<td>Implementation</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto ________.</td>
<td>Rs. 5 lakh</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>The liberalization swept through the nation bringing in a new era which compelled Indian business to value up from shumber &amp; reassess its assumption. The characteristics were that of ________.</td>
<td>a complete or perish situation</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Name the two factors which lead people to work:</td>
<td>Economic, Motivation</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>For closure, if there is no response (from government) within ________, permission is deemed to have been granted</td>
<td>60</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>________ system stresses on discipline and there is simplicity in the form.</td>
<td>Merit rating</td>
</tr>
<tr>
<td>True/False</td>
<td>The individual with a deep speed insight will not go quickly to the least of a problem.</td>
<td>False</td>
</tr>
</tbody>
</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>An employee who is categorised as Dead wood is one who has absolutely no potential for growth &amp; should be included in a rationalization programme.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a globle context, Lack of opportunity in our country doesn't come in the way of career progression</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a globle context, Lack of opportunity in our country doesn't come in the way of career progression</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD ________ is in methodology of evaluating various elements of HRD.</td>
<td>Audit</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The first HRD department in the Indian corporate sector was started in which year?</td>
<td>1975</td>
<td>1975</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>what are the common objections against the treatment of people as assets in a HRM system</td>
<td>There is no assurance of future benefits, people are not owened by the organisation, it may not be recognised by tax laws</td>
<td>There is no assurance of future benefits, it does not recognise the human side human side to mgmt side to side to mg of human resources, people are not owened by the organisation</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer has to pay ________ of the basic wages to the employees during the lay off period</td>
<td>0.5</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees feel frustrated due to low specialisation in the work</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**
Under the pre-Interview preparation it is useful to note the key points

**Correct Answer**
Paper

**Your Answer**
Paper

### Select The Blank

**Question**
The link between sense of reality and ______ is important for proper understanding of the definition of sense of reality

**Correct Answer**
imagination

**Your Answer**
vision

### Multiple Choice Single Answer

**Question**
Five main phases make up the process of the feedback exercise, name the PHASE 4:

**Correct Answer**
Data feeding Reports & Analysis

**Your Answer**
Data feeding Reports & Analysis

### Multiple Choice Multiple Answer

**Question**
What are the major advantages of a Generic Benchmarking Technique?

**Correct Answer**
It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification

**Your Answer**
It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification

### True/False

**Question**
Objective of performance appraisal system is to identify the developmental needs of each employee.

**Correct Answer**
True

**Your Answer**
True

### Multiple Choice Multiple Answer

**Question**
What were the unmet deliverables of the economic refructing or what were its put falls?
Correct Answer: unmet social objectives, status of small-scale industries, advantage MNC's had over their Indian competitors

Your Answer: unmet social objectives, reliance on agriculture, status of small-scale industries

**True/False**

Question: The process of 360 Degree appraisal is broken into two stages - planning, implementation.

Correct Answer: False

Your Answer: False

Question: Organisations should pay for the value of the job but not for the value of the person.

Correct Answer: False

Your Answer: True

**Multiple Choice Multiple Answer**

Question: Experience has shown HRD audit has tremendous impact on business in areas like:

Correct Answer: strategic Planning, role clarity, Streamlining practices

Your Answer: strategic Planning, role clarity, Streamlining practices

**Multiple Choice Multiple Answer**

Question: In order to attain the support of Line Managers many organisations have formulated Training Committees or Management Development Committee, membership consists of -

Correct Answer: Mostly of Line Managers, The Chief Executive or a very senior manager take up the role of Chairman, Training Managers is the member-Secretary in such committee.

Your Answer: Supervisory staff for their effective participation in management, Mostly of Line Managers, The Chief Executive or a very senior manager take up the role of Chairman

**Multiple Choice Multiple Answer**

Question: Succession planning is done in three time frames, those are-

Correct Answer: Immediate, Intermediate, Long range

Your Answer: Immediate, Intermediate, Long range

**Select The Blank**

Question: ______ should reinforce positive behaviour.

Correct Answer: Feedback

Your Answer: Feedback

**Multiple Choice Single Answer**

Question: The differences in which kind of faiths among the people is hurdle in the HRD

Correct Answer: Religious

Your Answer: Religious
Religious

**True/False**
Question
The process of 360 Degree appraisal is broken into two stages - planning, implementation.
Correct Answer
False
Your Answer
False

**True/False**
Question
It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.
Correct Answer
False
Your Answer
False

**Multiple Choice Multiple Answer**
Question
What are the preparations to be done during pre-interview session by the employer about the employee.
Correct Answer
Background, Training, Experience
Your Answer
Background, Training, Experience

**Multiple Choice Single Answer**
Question
Which of the following statements defines Dr. Joseph Juran's philosophy on TQM -
Correct Answer
80% of all quality problems originate from poor management.
Your Answer
80% of all quality problems originate from poor management.

**Match The Following**
Question
Correct Answer
Your Answer

Dr. Blake and Mouton
Grid Seminars

The Interview Method
In the absence of appraisal system
In the absence of appraisal system

The Questionnaire Method
A large target group
A large target group

Dr. George S. Odiorne
HR portfolio matrix (classification Quadrants)
HR portfolio matrix (classification Quadrants)

Select The Blank
Question
Business re-engineering often shift the power base, changing the 'command - and - control' approach to ________.
Correct Answer
'Mobilised -and - enable'
Your Answer
'Mobilised -and - enable'

Multiple Choice Multiple Answer
Question
What were the unmet deliverables of the economic refructing or what were its put falls?
Correct Answer
unmet social objectives , status of small-scale industries , advantage MNC's had over their Indian compethions
Your Answer
reliance on agriculture , status of small-scale industries , advantage MNC's had over their Indian compethions

Select The Blank
Question
A fee market economy demands a transparent set of laws and_______somthething that the archaic Indian judicial system is ill-equipped tocope with
Correct Answer
quick disposal of litigation
Your Answer
quick disposal of litigation

Multiple Choice Single Answer
Question
What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.
Correct Answer
Job analysis
Your Answer
Job analysis

Select The Blank
Question
_______ are first established on the basis of job information derived from job analysis.
Correct Answer
Grades
Your Answer
Grades

Multiple Choice Multiple Answer
Question
What are the uses of the 'Balanced Score Card' as a strategic management system?
Correct Answer
It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.
Your Answer
It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.

True/False
Question
It can be enaged that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group
Correct Answer
True
Your Answer
True

Select The Blank
Question
_______ leads to conflict between various departments is a functional organisation
Correct Answer
The lack of appreciation for the constraints of other department
Your Answer
The lack of appreciation for the constraints of other department

Multiple Choice Multiple Answer
Question
Name the steps that develop strategic framework for HRD
Correct Answer
Realistic employee development, Measurable employee development, Well costed employee development
Your Answer
Well costed employee development, Realistic employee development, Measurable employee development

Multiple Choice Multiple Answer
Question
What are the main issues stressed out throughout the workshop?

**Correct Answer**
Openness to feedback, Developmental attitude

**Your Answer**
Openness to feedback, Developmental attitude, Organisational attitude

**Multiple Choice Single Answer**

**Question**
Under the pre-Interview preparation it is useful to note the key points

**Correct Answer**
Paper

**Your Answer**
Paper

**Select The Blank**

**Question**
________ of managers assessed in the same study were positioned in the "Stars" category.

**Correct Answer**
0.15

**Your Answer**
0.15

**Multiple Choice Multiple Answer**

**Question**
Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:

**Correct Answer**
Creative imagination, Sense of reality, Effective leadership

**Your Answer**
Creative imagination, Sense of reality, Effective leadership

**Multiple Choice Single Answer**

**Question**
When employees spend half of the time and/or resources available to them on a second job/occupation for luxuries/comforts it is known as:

**Correct Answer**
Half Moon lighting

**Your Answer**
Half Moon lighting

**Select The Blank**

**Question**
The factors coming under Discipline & Attendance are Time keeping and ________.

**Correct Answer**
Obedience

**Your Answer**
Obedience

**Select The Blank**

**Question**
Good relationships ideally does not mean a "goodie goodie" relationship, it should be based on mutual respect & should be ________

Correct Answer
Functional & objective
Your Answer
Functional & objective

Multiple Choice Single Answer
Question
Which system emphasis a lot on the need to motivate people
Correct Answer
Human Resource Development
Your Answer
Human Resource Development

True/False
Question
Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment
Correct Answer
True
Your Answer
True

Multiple Choice Single Answer
Question
Every employee also has a succession plan to him, which is also known as -
Correct Answer
Shadow planning
Your Answer
Career planning

Select The Blank
Question
Some organisations use ________ & committee management as techniques of training & development for flexitime systems
Correct Answer
Job rotation
Your Answer
Job rotation

True/False
Question
The reviewer has the prime role of recording major appraisal details.
Correct Answer
False
Your Answer
False
Name the type of questions hindering communication

Correct Answer
Testing
Your Answer
Testing

True/False

Question
HRD should be series of adhoc decisions and practices.
Correct Answer
False
Your Answer
False

Match The Following

Question
Correct Answer
Your Answer

Essentials of a good Appraisal Plan
Relating scales should be constructed adequately and in accordance with the objectives.
Provision of feedback to subordinates to know where they stand.

Definition of Performance Appraisal
It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.

Objectives of Performance Appraisal
Provision of feedback to subordinates to know where they stand.
Relating scales should be constructed adequately and in accordance with the objectives.

Feature of Performance Appraisal
It is totally different from job evaluation as well as merit rating.

Multiple Choice Single Answer
Multiple Choice Single Answer
Question
After which stage many good organisations in India have entered a competitive phase?
Correct Answer
Liberalisation
Your Answer
Liberalisation

Multiple Choice Single Answer
Question
Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.
Correct Answer
Periodic appraisal
Your Answer
Periodic appraisal

Multiple Choice Multiple Answer
Question
HRD process variables include -
Correct Answer
Role clarity, Work planning, Better communication
Your Answer
Role clarity, Work planning, Better communication

Multiple Choice Single Answer
Question
What is the primary objective behind SSL?
Correct Answer
To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.
Your Answer
To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.

Select The Blank
Question
The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________.
Correct Answer
One & half to about 3 months
Your Answer
One & half to about 3 months

Multiple Choice Multiple Answer
Question
Despite what problems faced, India managed to implement economic restructuring?
Correct Answer
inbalanced wealth distribution, inefficient services, clootic political scenario
Your Answer
inbalanced wealth distribution, redudant brueaoracy, clootic political scenario
Multiple Choice Multiple Answer

Question
According to shroff (1995) the government needs to focus on three areas which are likely to impede the effective implementation of the economic policy, they are
Correct Answer
Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication & political management of these measures
Your Answer
the speed and sequence of reform measures, lack of directional support, Inadequacies in the communication & political management of these measures.

True/False

Question
The modern HR function has HRD at its core.
Correct Answer
True
Your Answer
True

True/False

Question
When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.
Correct Answer
True
Your Answer
False

True/False

Question
HR stands for Human Resource Strategies
Correct Answer
False
Your Answer
False

Multiple Choice Single Answer

Question
Name one of the steps to design a performance appraisal plan.
Correct Answer
Establish performance standards
Your Answer
Establish performance standards

Multiple Choice Multiple Answer

Question
Name the process in the development of managerial personnel.
Correct Answer
Performance planning, Performance appraisal, Coaching
Your Answer
Performance planning, Performance appraisal, Coaching
**Multiple Choice Multiple Answer**

Question
What are aims & objectives of HRA?

Correct Answer
Increase manarginal awarness of human resourcess , Developing new meaure of effective manpower utilization . , Enabling a longer time horzon for planning & budgeting .

Your Answer
Increase manarginal awarness of human resourcess , Developing new meaure of effective manpower utilization . , Enabling a longer time horzon for planning & budgeting .

**Multiple Choice Multiple Answer**

Question
What are the major advantages of a Generic Benchmarking Technique?

Correct Answer
It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification

Your Answer
It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. , Proven systems can be implemented with minimal modification

**Multiple Choice Multiple Answer**

Question
Participation of Mgmt in federations & unions at all levels helps to -

Correct Answer
Strength the trade union movement , maintain Industrial harmony , Develop sound human relations

Your Answer
maintain Industrial harmony , Develop sound human relations

**Multiple Choice Single Answer**

Question
What was the key essential objective of the changed economic policy at the global level

Correct Answer
to integrate the Indian economy with the world economy,

Your Answer
to integrate the Indian economy with the world economy,

**HRM assgn:14: Petrina**

**Multiple Choice Single Answer**

Question
Name the Questions which enable the superior to verify that he has correctly heard.

Correct Answer Paraphrasing

Your Answer Paraphrasing

**Select The Blank**

Question
Factor comparison method is regarded as ________ method

Correct Answer complex

Your Answer complex

**Multiple Choice Single Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which system emphasis a lot on the need to motivate people</td>
<td>Human Resource Development</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>What are the areas where the auditors should physically visit the workplace?</td>
<td>Canteens, Living colony, Training rooms</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Canteens, Living colony, Training rooms</td>
<td></td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>In indian since the liberalisation process in 19991, FDI flows have developed each year &amp; exports are up by more than ________</td>
<td>0.5</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:</td>
<td>Skill, Efforts, Accountability</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Skill, Efforts, Accountability</td>
<td></td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>A strong ________ can have a lasting effect and provide sustenance to an organisation.</td>
<td>Culture</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Culture</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
<td></td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>For closure government permission is required at least ________ days before the intended closure</td>
<td>90</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>90</td>
<td></td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
<td>True</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
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<tr>
<td>Question</td>
<td>what are the common objections against the treatment of people as assets in a HRM system</td>
<td>There is no assurance of future benefits, people are not owened by the organisation, it may not be recognised by tax laws</td>
</tr>
</tbody>
</table>
There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws.

**Multiple Choice Single Answer**

**Question** What is it that Union leader usually do to gain the confidence of its member?

**Correct Answer** Win something in grievance procedure

**Your Answer** Participate in Board Meeting

**Select The Blank**

**Question** A _______ having openness, trust, authenticity as its bed rock is highly suitable for 360-degree appraisal.

**Correct Answer** Culture

**Your Answer** Culture

**Multiple Choice Single Answer**

**Question** How can management representatives essentially help employees’ organisations?

**Correct Answer** Formulation of plans & providing information

**Your Answer** Formulation of plans & providing information

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are placed under such category.</td>
<td>Simple ranking and grading are placed under such category.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Point system and factor comparison methods are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

**Select The Blank**

**Question** _______ manpower plan need the involvement of top management as well as HR exports.

**Correct Answer** Strategic

**Your Answer** Long-term

**Multiple Choice Single Answer**

**Question** Which kind of appraisal done separately will provide feedback on the potential of these managers.

**Correct Answer** Potential appraisal

**Your Answer** Potential appraisal

**Multiple Choice Single Answer**

**Question** What are to be processed at a central place of the administrator

**Correct Answer** Questionnaires

**Your Answer** Questionnaires
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job performance refers to : -</td>
<td>The actual achievements compared with the objectives of the job.</td>
<td>The actual achievements compared with the objectives of the job.</td>
</tr>
</tbody>
</table>

**Select The Blank**

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<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Where the firm puts the proposed changes into practice is called ________ stage.</td>
<td>Implementation</td>
<td>Implementation</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Match The Following**

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<th>Question</th>
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<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>Concept suggested by Elliot Jecques.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
</tr>
<tr>
<td>Job Factors enumerated as :</td>
<td>Effort, responsibility, skill, working conditions</td>
<td>Effort, responsibility, skill, working conditions</td>
</tr>
<tr>
<td>Wage survey :</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
</tr>
<tr>
<td>Designing wage structure :</td>
<td>Similar jobs are grouped and treated as a job class.</td>
<td>Similar jobs are grouped and treated as a job class.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>Name the steps that develop strategic framework for HRD</td>
<td>Realistic employee development , Measurable employee development , Well costed employee development</td>
<td>Realistic employee development , Measurable employee development, Well costed employee development</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eight members is considered to be the norm as to the no. of members constituting a QC-</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR stands for Human Resourse Strategies</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ are the visible amounts given for fertilizers export promotion, etc.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Explicit subsidies</td>
<td>Explicit subsidies</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</td>
<td>True</td>
<td>True</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why do employees adopt proxy system? In order to improve</td>
<td>to their social status, their economic status, their psychological status</td>
<td>their economic status, their psychological status, their psychological well being</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which kind of literature identifies a number of systems &amp; subsystems?</td>
<td>HRD</td>
<td>HRD</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
<td>Role clarity</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an interview Method of Training Need identification, what do the Questions asked need to outline?</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</td>
<td>False</td>
<td>False</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the technique used by the point system and factor comparison system to list the job.</td>
<td>Quantitative</td>
<td>Quantitative</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the internal operational measures dealing with how well HR practices are designed and delivered:</td>
<td>Cycle time, quality &amp; cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.</td>
<td>Cycle time, quality &amp; cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.</td>
<td></td>
</tr>
</tbody>
</table>
**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The role of the organisation in career planning is to introduce &amp; strengthen systems to ensure ________ of employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career Progression</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Career Progression</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employment security</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employment security</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The relationship between good HR practices and organisational effectiveness is very simple.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the factors which come under 'Career System' that is component system of HRD:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career planning, Career development, Potential appraisals</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Career planning, Career development, Potential appraisals</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Trade union is a group of two people who come to strengthen their bargaining position.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career path model</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Career path model</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Organizations gear most of their management succession activities to the immediate past.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>A major reason for resistance to re-engineering is a challenge to the existing ________.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer
**Question**
What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?

**Correct Answer**
Disharmony in individual & organisational goal balance.

**Your Answer**
Disharmony in individual & organisational goal balance.

### Multiple Choice Single Answer
**Question**
The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer**
Religious

**Your Answer**
Religious

### Multiple Choice Multiple Answer
**Question**
Name the two factors which lead people to work:

**Correct Answer**
Economic, Motivation

**Your Answer**
Economic, Motivation

### Select The Blank
**Question**
______ are first established on the basis of job information derived from job analysis.

**Correct Answer**
Grades

**Your Answer**
Grades

### Select The Blank
**Question**
Expenses incurred by a firm on recruitment, training & development of employees are treated as ________

**Correct Answer**
Current costs

**Your Answer**
Over head costs

### Multiple Choice Multiple Answer
**Question**
The HRD outcomes can influence the organisation's business goals which may be in terms of -

**Correct Answer**
Higher productivity, Satisfied customers, Satisfied stockholders

**Your Answer**
Satisfied customers, Satisfied stockholders, Higher productivity

### Select The Blank
**Question**
Most HRD audit are due to failures of ________.

**Correct Answer**
Implementation

**Your Answer**
Implementation

### Multiple Choice Multiple Answer
**Question**
According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -

**Correct Answer**
Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents
Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each participant, a schedule is kept regarding the feedback he has been getting, for every questionair that is received, what is it that is included -</td>
<td>The name of the participant to whom it is addressed, The working relationship of the rater is recorded throughout the exercise.</td>
<td>The name of the participant to whom it is addressed, The working relationship of the rater is recorded throughout the exercise.</td>
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</table>

**Select The Blank**

<table>
<thead>
<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While evaluating _________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.</td>
<td>managerial</td>
<td>workers</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Successful HR departments will focus on motivational performance.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>At a US based industrial design firm there is no position as a head or chief, instead, importance is given to hiring the right people for the rights. This policy emulates which concept?</td>
<td>Self actualization at the work place.</td>
<td>Self actualization at the work place.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the various HRD values like:</td>
<td>Openness, Trust, Autonomy</td>
<td>Openness, Trust, Autonomy</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The scheme of participation of consumer representative is impracticable, difficult &amp; not feasible in the present circumstances owing to</td>
<td>illiteracy levels, possible opposition from employees &amp; then unions, Negligence on part of the consumer</td>
<td>illiteracy levels, possible opposition from employees &amp; then unions</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
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<tbody>
<tr>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td>Recruitment</td>
<td>Training</td>
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**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ________ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</td>
<td>National Renewal Grant Fund</td>
<td>Employment - Retirement Fund</td>
</tr>
<tr>
<td>Question</td>
<td>T. Thomas said,&quot; I became chairman of this company in 1973 at the age of 45&quot;. Name the company.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Hindustan Level</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Hindustan Level</td>
<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

| Question | Ulrich (1994) says:The idea of utilising human resource as aa strategic business partner is still at a level of ________ rather than reality. |
| Correct Answer | Rhetoric |
| Your Answer | infancy |

**True/False**

| Question | As per the Human Developent balance sheet, 1997, 45 million children were out of promary school in 1995 |
| Correct Answer | True |
| Your Answer | True |

**Multiple Choice Single Answer**

| Question | Name one of the processes of job evaluation |
| Correct Answer | Select the method |
| Your Answer | Ranking system |

**True/False**

| Question | The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual's ultimate potential. |
| Correct Answer | True |
| Your Answer | False |

**Multiple Choice Single Answer**

| Question | How would human resource management be used as a business development tool? |
| Correct Answer | Infusing professionalism & dynamism |
| Your Answer | Infusing professionalism & dynamism |

**Multiple Choice Single Answer**

| Question | On what grounds are training sessions normally criticised? |
| Correct Answer | Trainers conduct the programme on the basis of what they know rather than what the trainees need |
| Your Answer | They do not provide overall rounding of the individual |

**True/False**

| Question | Federation & unions at few levels are manaed on the lines of management of a political body |
| Correct Answer | False |
| Your Answer | True |

**True/False**

| Question | It is very easy to write grade description, as the number of jobs increases. |
| Correct Answer | False |
### Multiple Choice Single Answer

**Question**
One of the importance of HRD is

**Correct Answer**
Role clarity

**Your Answer**
Appraisal clarity

### Select The Blank

**Question**
In _______ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.

**Correct Answer**
LARSEN & TUBRO LTD.

**Your Answer**
Sandoz (India) ltd.

### Select The Blank

**Question**
_______ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.

**Correct Answer**
Rapport building

**Your Answer**
Rapport building

### Multiple Choice Multiple Answer

**Question**
Besides rasing prices, consumers are also victimized by the produceess & trades by way of

**Correct Answer**
adulteration, poisoning, under weightage

**Your Answer**
adulteration, under weightage

### Multiple Choice Single Answer

**Question**
Why is it that trade union leaders, particularly those connected with political parties may strongly oppose management participation in Trade Union? Because they are of the views that -

**Correct Answer**
Their influence is decelerated among the members.

**Your Answer**
Their influence is decelerated among the members.

### Multiple Choice Single Answer

**Question**
What is step1 / phase1 of a 360 degree Feedback approach?

**Correct Answer**
Orientation

**Your Answer**
Orientation

### Multiple Choice Multiple Answer

**Question**
Name the three aspects of manpower planning:

**Correct Answer**
Who should plan?, Planning for whom, Timing for plan

**Your Answer**
Who should plan?, Planning for whom, Timing for plan

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system</td>
<td>The firm checks the new system</td>
</tr>
<tr>
<td></td>
<td>against strategy.</td>
<td>against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms</td>
<td>The firm identifies and confirms the</td>
</tr>
</tbody>
</table>
The overall business direction.

<table>
<thead>
<tr>
<th>The assessment stage</th>
<th>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</th>
<th>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</th>
</tr>
</thead>
<tbody>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm plans the proposed changes into practice.</td>
</tr>
</tbody>
</table>

**Match The Following**

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<th>Your Answer</th>
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<tbody>
<tr>
<td>Effective leadership</td>
<td>Excellent relationship skills.</td>
<td>Excellent relationship skills.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Analytical power</th>
<th>The ability to reformulate an apparently complicated problem into workable units.</th>
<th>The ability to reformulate an apparently complicated problem into workable units.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creative Imagination</td>
<td>This requires vision to provide alternatives on which future can be based.</td>
<td>This requires vision to provide alternatives on which future can be based.</td>
</tr>
<tr>
<td>Sense of reality</td>
<td>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</td>
<td>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Retrenchment procedures are governed what method of Accounting?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>LIFO</td>
</tr>
<tr>
<td>Your Answer</td>
<td>LIFO</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Deming, Shewhart, Juran</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Deming, Juran</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>On recruitment, clarification are sought on which kind of issues?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Strategies of finding new talent, Opening expected in the next five years, Current system of recruitment.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategies of finding new talent, Current system of recruitment.</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>________ is route to be followed in order to realise vision and overall purpose.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Strategy</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategy</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Moon-lighting</td>
</tr>
</tbody>
</table>

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88
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conventionally Personnel Managers &amp; Manpower Development Managers took what form of approach for the development of human resource?</td>
<td>Manufacturing approach</td>
<td>&quot;Walk about approach&quot;</td>
</tr>
<tr>
<td>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Western and Third World Studies of organisational excellence indicate major keys to organisational excellence, those are -</td>
<td>Mission, Goals, Policies</td>
<td>Mission, Policies, Rewards</td>
</tr>
<tr>
<td>The benefit of job evaluation is that it lays down the foundation for a rational wage structure</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Some employees may not like flexibility in horizontal movement from one job to another</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>If employee federations &amp; unions are mismanaged they-</td>
<td>Disturb the smooth functioning &amp; growth of organisations, affect industrial peace, affect effective management of personnel</td>
<td>Disturb the smooth functioning &amp; growth of organisations, affect industrial peace, affect effective management of personnel</td>
</tr>
<tr>
<td>The________ can be made using a checklist of questions</td>
<td>Observation</td>
<td>Questionnaire method</td>
</tr>
<tr>
<td>Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>
For closure, if there is no response (from government) within ________, permission is deemed to have been granted.

Correct Answer: 60

Your Answer: 90

Select The Blank
Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company.

Correct Answer: Secondary

Your Answer: Quantitative

An employee sponsor, the HR manager plays an integral role in organisational success.

Correct Answer: True

Your Answer: True

The process of analysing jobs from which job descriptions are developed are called ________.

Correct Answer: Job Analysis

The functioning of federations and unions has its impact on human resources management of various industries & organisations.

Correct Answer: True

Name the three important components in aligning business strategy with HR practice:


The 'Zero defects' concept emphasizing adherence to quality requirements and employee motivation was prompted by -

Correct Answer: Crosby

TISCO is one Indian Organisation which, historically, has taken the lead in following a proactive approach to progressive personnel policies. In which year did TISCO induce an eight hour workday?

Correct Answer: 1912

The dimensions of the Human Resources portfolio matrix do not have the same form as for product & market portfolio.
Correct Answer False

Select The Blank
Question Under ________ method jobs are arranged from highest to lowest, in order of their value to
the organisation.
Correct Answer ranking

True/False
Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives
in absolute poverty
Correct Answer False

True/False
Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen &
Toubro (L & T).
Correct Answer True

Multiple Choice Multiple Answer
Question What are the main issues stressed out throughout the workshop?
Correct Answer Openness to feedback, Developmental attitude

Match The Following
Question Correct Answer Your Answer
1) Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated
technical and professional competence. Ability to consider the extent and depth of demonstrated
technical and professional competence.
2) Decision - making defined in the appraisal form Ability to analyse relevant facts, evaluate various
alternatives. Ability to analyse relevant facts, evaluate various alternatives.
3) Communicating defined in the appraisal form Ability to consider clarity and precision of verbal and
written expression of ideas and feelings. Ability to analyse completion of the factual data

True/False
Question HRD audit can also be used against the HRD department
Correct Answer True

Multiple Choice Multiple Answer
Question If employee fedrations & unions are mismanaged they-
Correct Answer Disturb the smooth functioning & growth of organisations, affect industrial peace,
affect effective management of personnel

Select The Blank
Question For closure, every worker is to be compensated with ________ average pay for every year of
service completed
Correct Answer 15 days

True/False
Question Employees at present need more freedom & autonomy in doing the work
Correct Answer True

Select The Blank
Question The major issue to be resolved while framing ________ philosophy is whether to promote
largely from within the organisation or to hire people from outside at all levels.
Correct Answer Recruitment

True/False
Question A major beneficiary of liberalization and consequently competition not been the consumer .....
But the industry
Correct Answer False

Select The Blank
Question Union leaders at different levels & at federations are elected on ________
Correct Answer democratic principle

Multiple Choice Multiple Answer
Question Name the steps that develop strategic framework for HRD
Correct Answer Realistic employee development, Measurable employee development, Well costed employee development

Multiple Choice Single Answer
Question What is concerned with developing a pool of candidates in line with the human resources plan
Correct Answer Recruitment

Multiple Choice Multiple Answer
Question List the measures to overcome the HRD problems in India
Correct Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

Multiple Choice Single Answer
Question While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?
Correct Answer It's own approach to problem solving technique

True/False
Question Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment
Correct Answer True

True/False
Question The HRD programmes fail due to poverty, social injustice.
Correct Answer True

Select The Blank
Question Generally, training need identification forms a part of ________.
Correct Answer Management Appraisal System

Multiple Choice Single Answer
Question What was the expenditure of the States on human resource development in 1992-93 ?
Correct Answer Rs 1,29,020 million

Select The Blank
Question In one organisation the joke making rounds was that managers came in vertically and went out ________
Correct Answer Horizontally

Multiple Choice Single Answer
Question In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.
Correct Answer Employee leasing

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Working President flows to -
Correct Answer General Secretary

Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity

Multiple Choice Single Answer
Question Name the person who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer Leader

Multiple Choice Multiple Answer
Question Experience has shown HRD audit has tremendous impact on business in areas like:
Correct Answer strategic Planning, role clarity, Streamlining practices

Multiple Choice Multiple Answer
Question Under the 'Point rating system' name the important steps mentioned:
Correct Answer Construction of the yardsticks, Wage survey, Designing wage structure.

Select The Blank
Question Some organizations use ______ & committee management as techniques of training & development for flextime systems
Correct Answer Job rotation

Multiple Choice Multiple Answer
Question What are the key characteristics / features of a Human Resource Audit.
Correct Answer Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap

Select The Blank
Question Employer has to pay ______ of the basic wages to the employees during the lay off period
Correct Answer 0.5

Multiple Choice Single Answer
Question What is it that good HR practices can build?
Correct Answer Competencies

Match The Following
Question Correct Answer Your Answer
1) Indian subsidies P. Chidambaram P. Chidambaram
2) India's backwardness in human development Primary reasons why economic growth has no impact on the level of the ordinary people Primary reasons why economic growth has no impact on the level of the ordinary people
3) Child labour poor quality of primary & secondary education poor quality of primary & secondary education
4) Reforms to be an integrated process peacemeal measures do not achieve deliveries in terms of poverty Narasimha Rao

Multiple Choice Multiple Answer
Question The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?
Correct Answer Deming, Shewhart, Juran

Multiple Choice Single Answer
Question Why is it found that federations & Unions constitute an important & crucial wing of an organisation?
Correct Answer If mismanaged they affect industrial peace

**Multiple Choice Single Answer**

**Question** The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer** Religious

**True/False**

**Question** A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.

**Correct Answer** True

**Multiple Choice Single Answer**

**Question** When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :

**Correct Answer** Half Moon lighting

**Multiple Choice Single Answer**

**Question** Which system emphasis a lot on the need to motivate people

**Correct Answer** Human Resource Development

**Select The Blank**

**Question** ________ is a difficult exercise, therefore it should be done with care.

**Correct Answer** Potential appraisal

---

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

**Multiple Choice Multiple Answer**

**Question** Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita’s Systems of benchmarking?

**Correct Answer** System of divisions (Profit centres) within a centralized banking system, Just in Time (JIT), Point of Sale (POS) system

**Your Answer** Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

**Multiple Choice Multiple Answer**

**Question** What is the role played by management representatives while Participating in trade unions administration?

**Correct Answer** Advisory, monitoring information, providing ideas and opinions

**Your Answer** Advisory, monitoring information, providing ideas and opinions

**Multiple Choice Multiple Answer**

**Question** What are the objectives of a quality control programme?

**Correct Answer** Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

**Your Answer** Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

**Select The Blank**

**Question** A major reason for resistance to re-engineering is a challenge to the existing
Correct Answer: hierarchy
Your Answer: hierarchy

**Multiple Choice Multiple Answer**

**Question**: Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:

**Correct Answer**: Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

**Your Answer**: Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

**Select The Blank**

**Question**: Under ________ method jobs are arranged from highest to lowest, in order of their value to the organisation.

**Correct Answer**: ranking

**Your Answer**: ranking

**Multiple Choice Multiple Answer**

**Question**: What kind of Grading must be brought to the notice of the vice-president of the Company.

**Correct Answer**: Excellent, Poor

**Your Answer**: Excellent, Poor

**Multiple Choice Single Answer**

**Question**: Retrenchment procedures are governed what method of Accounting?

**Correct Answer**: LIFO

**Your Answer**: LIFO

**True/False**

**Question**: Flexitime works better when the employees have self-determination

**Correct Answer**: True

**Your Answer**: True

**Multiple Choice Single Answer**

**Question**: Which management is committed adequately to competency building through multi - rater feedback -

**Correct Answer**: Top

**Your Answer**: Middle

**Multiple Choice Single Answer**

**Question**: The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:

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**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
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<tbody>
<tr>
<td>What can influence the organisation's business goals?</td>
<td>HRD outcomes</td>
<td>HRD outcomes</td>
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</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
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<td>Employer has to pay ________ of the basic wages to the employees during the lay off period</td>
<td>0.5</td>
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**Select The Blank**

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<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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<tr>
<td>________ is known not to hold overly one-sided views.</td>
<td>Judgement</td>
<td>Judgement</td>
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**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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<tbody>
<tr>
<td>How many numbers of phases make up the process of the feedback?</td>
<td>5</td>
<td>5</td>
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**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why is it that management should take extra care while framing personnel policies, especially where an employees organisation does exist?</td>
<td>Federations are eveready to challenge management action, particularly with respect to promotions, transfers, seniority</td>
<td>Federations are eveready to challenge management action, particularly with respect to promotions, transfers, seniority</td>
</tr>
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**Multiple Choice Multiple Answer**

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<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>What are the prerequisites for the perfect functioning of management participation in trade unions</td>
<td>The union should be well organised with sounds rules, the coverage of items for discussion &amp; participation should be pre-set, both parties should have</td>
<td>The union should be well organised with sounds rules, the coverage of items for discussion &amp; participation should be pre-set, both parties should have</td>
</tr>
</tbody>
</table>
implicit faith in information supplied by the other

Your Answer | The union should be well organised with sounds rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other

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<th>Select The Blank</th>
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<td>Question</td>
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<th>True/False</th>
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<tbody>
<tr>
<td>Question</td>
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<tr>
<td>-------------------------------------------------------------------------</td>
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<tr>
<td>Federations &amp; unions constitute not only a part of organisations but also an important and crucial wing of them</td>
</tr>
<tr>
<td>True/False</td>
</tr>
<tr>
<td>Question</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
</tr>
<tr>
<td>Essentials of effective QC's :-</td>
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<tr>
<td>True/False</td>
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<tr>
<td>Multiple Choice Single Answer</td>
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<tr>
<td>Select The Blank</td>
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</tbody>
</table>
Multiple Choice Single Answer
Question: The questionnaire has over 250 items and requires about how many minutes to complete.
Correct Answer: 90 minutes
Your Answer: 90 minutes

Select The Blank
Question: ________ should reinforce positive behaviour.
Correct Answer: Feedback
Your Answer: Feedback

True/False
Question: The benefit of job evaluation is that it lays down the foundation for a rational wage structure.
Correct Answer: True
Your Answer: True

Multiple Choice Multiple Answer
Question: Under HRD, name the factors that act as motivating forces.
Correct Answer: Job enrichment, Informal organisation, Participative management
Your Answer: Job enrichment, Informal organisation, Participative management

Multiple Choice Multiple Answer
Question: According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -
Correct Answer: Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents
Your Answer: Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents

True/False
Question: The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.
Correct Answer: True
Your Answer: True

Multiple Choice Multiple Answer
Question: Under the grading system, name the separate grades included:
Correct Answer: Office, Clerical, Managerial
Your Answer: Office, Clerical, Managerial

**Multiple Choice Single Answer**

**Question:** Name one of the processes of job evaluation

Correct Answer: Select the method
Your Answer: Select the method

**Multiple Choice Multiple Answer**

**Question:** Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:

Correct Answer: Suitable compensation plan, Selection of the right people, Good performance appraisal system
Your Answer: Suitable compensation plan, Selection of the right people, Good performance appraisal system

**Select The Blank**

**Question:** A fee market economy demands a transparent set of laws and ______ something that the archaic Indian judicial system is ill-equipped to cope with

Correct Answer: quick disposal of litigation
Your Answer: quick disposal of litigation

**Multiple Choice Single Answer**

**Question:** Which pay is one of the most crucial pay given to the employee & also shown in the pay structure.

Correct Answer: Performance
Your Answer: Performance

**Select The Blank**

**Question:** HRD means competence building, commitment building, and ______ building.

Correct Answer: culture
Your Answer: culture

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A (POS) system</td>
<td>An organisational Benchmarking Technique</td>
<td>An organisational Benchmarking Technique</td>
</tr>
<tr>
<td>Effective leadership, organisational readiness &amp; style of implementation.</td>
<td>Re-engineering requisites for success.</td>
<td>Human Resource Accounting (HRA)</td>
</tr>
<tr>
<td>&quot;The attitude of a learner&quot;</td>
<td>Successful Benchmarking</td>
<td>Re-engineering requisites for success.</td>
</tr>
</tbody>
</table>
Analysis of various systems or functions common across different types of industry. | Generic Benchmarking | Generic Benchmarking

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>HR stands for Human Resource Strategies</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
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<tr>
<td>Your Answer</td>
<td>False</td>
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</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Training of appraisee can primarily address issues like -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>How to process the data, How to identify the areas for personal development, How to chart out action</td>
</tr>
<tr>
<td>Your Answer</td>
<td>How to process the data, How to identify the areas for personal development, How to chart out action</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three important components in aligning business strategy with HR practice:</th>
</tr>
</thead>
</table>

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is it that Union leader usually do to gain the confidence of its member?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Win something in grievance procedure</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Win something in grievance procedure</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>It is not necessary that the subordinate should feel free to participate without fear in the process of review &amp; feedback.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
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</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What should be suggestive and not prescriptive.</th>
</tr>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Feedback</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Feedback</td>
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</table>

**True/False**

| Question |  |
|----------|  |
Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment.

**Question**
Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment.

**Correct Answer** True

**Your Answer** True

**Multiple Choice Single Answer**

**Question** One of the importance of HRD is

**Correct Answer** Role clarity

**Your Answer** Role clarity

**Multiple Choice Multiple Answer**

**Question** The traditional methods of performance appraisal lay emphasis on the ratings of individual's personality traits such as -

**Correct Answer** Initiative, Drive, Creativity

**Your Answer** Initiative, Drive, Creativity

**True/False**

**Question** Majority of the disputes in industries are related to the problem of wages, salaries & benefits

**Correct Answer** True

**Your Answer** True

**Multiple Choice Multiple Answer**

**Question** Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:

**Correct Answer** Creative imagination, Sense of reality, Effective leadership

**Your Answer** Creative imagination, Sense of reality, Effective leadership

**Multiple Choice Multiple Answer**

**Question** What are the objectives of inspection?

**Correct Answer** Removing defects, Consumer satisfaction, Quality product

**Your Answer** Removing defects, Consumer satisfaction, Quality product

**Multiple Choice Multiple Answer**

**Question** A key HR role in the firm will be multidisciplinary consulting around -

**Correct Answer** Individual, Team, Business unit

**Your Answer** Individual, Team, Business unit

**Multiple Choice Multiple Answer**
In order to attain the support of Line Managers, many organizations have formulated Training Committees or Management Development Committees. Membership consists of -

The Chief Executive or a very senior managers take up the role of Chairman, Training Managers is the member-Secretary in such committee.

Mostly of Line Managers, The Chief Executive or a very senior managers take up the role of Chairman, Training Managers is the member-Secretary in such committee.

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job knowledge defined in Appraisal form</td>
<td>Ability to consider the extent and depth of demonstrated technical and professional competence.</td>
<td>Ability to consider the extent and depth of demonstrated technical and professional competence.</td>
</tr>
<tr>
<td>Decision-making defined in the appraisal form</td>
<td>Ability to analyse relevant facts, evaluate various alternatives.</td>
<td>Ability to analyse relevant facts, evaluate various alternatives.</td>
</tr>
<tr>
<td>Communicating defined in the appraisal form</td>
<td>Ability to consider clarity and precision of verbal and written expression of ideas and feelings.</td>
<td>Ability to marshal and analyse relevant data anticipate eventualities.</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The first HRD department in the Indian corporate sector was started in which year?</td>
<td>1975</td>
<td>1975</td>
</tr>
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</table>

### Multiple Choice Single Answer

<table>
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<th>Your Answer</th>
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<tbody>
<tr>
<td>Name the Questions which enable the superior to verify that he has correctly heard.</td>
<td>Paraphrasing</td>
<td>Paraphrasing</td>
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### True/False

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
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<tbody>
<tr>
<td>Factor comparison system consists of selection of key jobs.</td>
<td>True</td>
<td>True</td>
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### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
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<tbody>
<tr>
<td>Succession planning is done in three time frames, those are-</td>
<td>Immediate, Intermediate, Long range</td>
<td>Immediate, Intermediate, Long range</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**
In an employees organisation the flow of decisions from the Working Committee flows to -

**Correct Answer**
President / Secretary of Branch Union

**Your Answer**
President / Secretary of Branch Union

### Multiple Choice Single Answer

**Question**
What is an inherent problem with organisations running their own educational institutes?

**Correct Answer**
Funding from U.G.C. and State Govt.

**Your Answer**
Economic viability

### Multiple Choice Single Answer

**Question**
The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer**
Religious

**Your Answer**
Religious

### Multiple Choice Single Answer

**Question**
A candidate immediately after completing his school / college education joins an organisation in lower level position. Later he finds it difficult to make both ends meet as his family grows & thus takes up a part time job or business, etc during his off-hours, this part of moon lighting is called:

**Correct Answer**
Quarter Moon Lighting

**Your Answer**
Blue Moon Lighting

### Multiple Choice Multiple Answer

**Question**
Under orientation programmes, some very important issues discussed and clarified are:

**Correct Answer**
Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?

**Your Answer**
Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?

### Multiple Choice Single Answer

**Question**
What is concerned with developing a pool of candidates in line with the human resources plan

**Correct Answer**
Recruitment

**Your Answer**
Recruitment

### Multiple Choice Multiple Answer

**Question**
Name the steps that develop strategic framework for HRD

**Correct Answer**
Realistic employee development, Measurable employee development, Well costed employee development

**Your Answer**
Realistic employee development, Measurable employee development, Well costed employee development
### Select The Blank

**Question**

________ is the pay which the employee gets based on his performance in the company as per his set role and responsibilities.

**Correct Answer**

Merit Pay

**Your Answer**

Merit Pay

### Multiple Choice Single Answer

**Question**

Which system emphasis a lot on the need to motivate people

**Correct Answer**

Human Resource Development

**Your Answer**

Human Resource Development

### True/False

**Question**

Transfer of technology does not mean merely shifting technology from one place to another

**Correct Answer**

True

**Your Answer**

True

### Select The Blank

**Question**

________ assignment can also be recommended for career development.

**Correct Answer**

Rotational

**Your Answer**

Rotational

### True/False

**Question**

The final step in manpower planning is to ensure that the supply will match the demand in future.

**Correct Answer**

False

**Your Answer**

False

### True/False

**Question**

HRD audit can give significant inputs about existing stage of accountability of employees.

**Correct Answer**

True

**Your Answer**

True

### Multiple Choice Multiple Answer

**Question**

What were the elements of the liberalization Movement?

**Correct Answer**

Abolishion of licensing, MRTP limit, Foreign Investment

**Your Answer**

Abolishion of licensing, Open economy, Foreign Investment

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<table>
<thead>
<tr>
<th>Question</th>
<th>Union leaders at different levels &amp; at federatoins are elected on ________</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>democratic principle</td>
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<tr>
<td>Your Answer</td>
<td>democratic principle</td>
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</table>

**Multiple Choice Multiple Answer**

<table>
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<th>Under the phase 3 &quot;Monitoring and Follow Up&quot; the rater also identifies himself in several roles in the questionnaire like a -</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Superior, Subordinate, Colleague</td>
</tr>
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<td>Your Answer</td>
<td>Superior, Subordinate, Colleague</td>
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**Select The Blank**

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<th>Question</th>
<th>Expenses incurred by a firm on recruitment, training &amp; development of employees are treated as</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Current costs</td>
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<tr>
<td>Your Answer</td>
<td>Current costs</td>
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</table>

**Multiple Choice Single Answer**

<table>
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<tr>
<th>Question</th>
<th>Federations may invite the management’s representatives to participate in working committee meetings. Who would the unions at the department / divisional level invite to attend such meetings?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Divisional / departmental manager &amp; personnel manager.</td>
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<tr>
<td>Your Answer</td>
<td>Representatives from line &amp; personnel departments.</td>
</tr>
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</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>It can be enaged that globalization has reduced poverty in India and China, home to move that half a billion of the world’s poor income group</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
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<td>Your Answer</td>
<td>True</td>
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**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>A dynamic and everchanging environment calls for a shift in approach from ________ human resource management to a proactive and innovative one.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>reactive</td>
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<tr>
<td>Your Answer</td>
<td>reactive</td>
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**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>40</td>
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<td>Your Answer</td>
<td>40</td>
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</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the steps to design a performance appraisal plan.</th>
</tr>
</thead>
</table>

106
<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish performance standards</td>
<td>Establish performance standards</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR managers to guarantee their viability need to think themselves as -</td>
<td>Strategic partners</td>
<td>Strategic partners</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The _______ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</td>
<td>National Renewal Grant Fund</td>
<td>National Renewal Grant Fund</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Women employees presently restrict / limit their career to selected jobs &amp; organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -</td>
<td>Dual career group</td>
<td>Dual career group</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the measures to overcome the HRD problems in India</td>
<td>Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ leads to conflict between various departments is a functional organisation</td>
<td>The lack of appreciation for the constraints of other department</td>
<td>Development of own specialised interests</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proper implementation and support of all management levels are not very crucial for the success of HRD audit</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective leadership</td>
<td>Excellent relationship skills.</td>
<td>Excellent relationship skills.</td>
</tr>
<tr>
<td>Analytical power</td>
<td>The ability to reformulate an apparently complicated problem into workable units.</td>
<td>The ability to reformulate an apparently complicated problem into workable units.</td>
</tr>
<tr>
<td>Creative Imagination</td>
<td>This requires vision to provide alternatives on which future can be based.</td>
<td>This requires vision to provide alternatives on which future can be based.</td>
</tr>
<tr>
<td>Sense of reality</td>
<td>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</td>
<td>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</td>
</tr>
</tbody>
</table>

## Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ______ are mostly for the employees of the marketing department.</td>
<td>Commissions</td>
<td>Commissions</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The data obtained through job analysis are recorded on what is known as job analysis sheet.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which kind of literature identifies a number of systems &amp; subsystems?</td>
<td>HRD</td>
<td>HRD</td>
</tr>
</tbody>
</table>

## Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A fee market economy demands a transparent set of laws and ______ something that the archaic Indian judicial system is ill-equipped to cope with</td>
<td>quick disposal of litigation</td>
<td>a set of social security legislation</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

| Question                                                                 | Essentials of effective QC's: |
### Correct Answer
Prompt approval, Regular communication, Unconditional support

### Your Answer
Prompt approval, Regular communication, Unconditional support

**Multiple Choice Multiple Answer**

**Question**
It is said that versality will be the key factor in determining employee value with following factors:

**Correct Answer**
Technology, Leadership, Motivation

**Your Answer**
Technology, Leadership, Motivation

### True/False

**Question**
The job falling under the same grade get different wage scale.

**Correct Answer**
False

**Your Answer**
True

### Select The Blank

**Question**
Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto_______

**Correct Answer**
Rs. 5 lakh

**Your Answer**
Rs. 5 lakh

**Multiple Choice Multiple Answer**

**Question**
Some questions that every corporation needs to address are as follows:-

**Correct Answer**
How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant

**Your Answer**
How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant

### True/False

**Question**
If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.

**Correct Answer**
False

**Your Answer**
True

### Multiple Choice Single Answer

**Question**
What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?

**Correct Answer**
Flexi work

**Your Answer**
Flexitime

### True/False

**Question**
Through consumers participation in management, consumer will lose their rights through served technique

**Correct Answer**
False

**Your Answer**
False

### Multiple Choice Multiple Answer

**Question**
Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in.-
### Correct Answer
Supportive atmosphere, Empathetic atmosphere, Setting goals

### Your Answer
Supportive atmosphere, Empathetic atmosphere, Setting goals

#### True/False

**Question**
Monitoring and Follow-up follows the distribution of questionnaires to all assessors.

**Correct Answer**
True

**Your Answer**
True

#### Select The Blank

**Question**
In a re-engineering programme, when a process changes so does the _______ of the concerned employee.

**Correct Answer**
job profile

**Your Answer**
job profile

#### Multiple Choice Single Answer

**Question**
Under the pre-Interview preparation it is useful to note the key points

**Correct Answer**
Paper

**Your Answer**
Paper

#### Multiple Choice Single Answer

**Question**
Which system emphasis a lot on the need to motivate people

**Correct Answer**
Human Resource Development

**Your Answer**
Human Resource Development

#### Select The Blank

**Question**
The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________.

**Correct Answer**
One & half to about 3 months

**Your Answer**
One & half to about 3 months

#### Select The Blank

**Question**
_______ is the example of the balanced score card applications in some companies.

**Correct Answer**
AT & T

**Your Answer**
AT & T

#### Select The Blank

**Question**
A strong _______ can have a lasting effect and provide sustenance to an organisation.

**Correct Answer**
Culture

**Your Answer**
Vision

#### Multiple Choice Multiple Answer

**Question**
Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer**
The first promotion, Successfully completed assignment, The first performance appraisal

**Your Answer**
The first promotion, Successfully completed assignment, The first performance appraisal
Select The Blank
Question: ________ is known not to hold overly one-sided views.
Correct Answer: Judgement
Your Answer: Judgement

Select The Blank
Question: ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer: Rapport building
Your Answer: Rapport building

Match The Following
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group goals Vs. Organisational goals</td>
<td>Course organisational Politics</td>
<td>Course organisational Politics</td>
</tr>
<tr>
<td>Better decisions about people based on improved information system</td>
<td>HRA benefits</td>
<td>HRA benefits</td>
</tr>
<tr>
<td>Standard cost method</td>
<td>value of human resources for accounting purposes</td>
<td>value of human resources for accounting purposes</td>
</tr>
<tr>
<td>It is &quot;endemic to every organisation regardless of size, function or character of ownersh</td>
<td>Organisational politidering</td>
<td>HRA model</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer
Question: The Main contribution of HRD audit is to focus on
Correct Answer: Value-adding HRD
Your Answer: Value-function HRD

Select The Blank
Question: The ________ provide resources to approved employment schemes in the organised & marginised sectors
Correct Answer: Employment Generation Fund
Your Answer: National Renewal Grant Fund

Multiple Choice Single Answer
Question: Traditionally, human resources has been perceived as,
Correct Answer: Bureacratic
Your Answer: Lazziz-faire

Multiple Choice Multiple Answer
Question: How can the limitations/ misgivings of management participation in employees organisations be overcome ?
Correct Answer: by gaining the confidence of union leaders from the initail stages , managements should educate the members about the concept & value in strengthening union functioning , minimising misunderstandings
Your Answer: by gaining the confidence of union leaders from the initail stages , managements should educate the members about the concept & value in strengthening union functioning , minimising misunderstandings

Select The Blank
<table>
<thead>
<tr>
<th>Question</th>
<th>Federation &amp; union at all levels are managed on the lines of management of ________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>A political body</td>
</tr>
<tr>
<td>Your Answer</td>
<td>A social organisation</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>HR managers to guarantee their viability need to think themselves as -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Strategic partners</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategic partners</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>What are the general characteristics of a Technical - functional competence?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Which practices are service related and human resources related?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Organisational</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Organisational</td>
</tr>
</tbody>
</table>

**True/False**
<table>
<thead>
<tr>
<th>Question</th>
<th>Organizations gear most of their management succession activities to the immediate past.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three performance counselling phase.-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
</tbody>
</table>

**Select The Blank**
<table>
<thead>
<tr>
<th>Question</th>
<th>In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &amp; ________.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Development needs for growth</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Development needs for growth</td>
</tr>
</tbody>
</table>

**True/False**
<table>
<thead>
<tr>
<th>Question</th>
<th>HRD should be series of adhoc decisions and practices.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>----------</td>
<td>---------------</td>
</tr>
<tr>
<td>Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -</td>
<td>&quot;Swim or Sink approach&quot;</td>
<td>Job rotation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an interview Method of Training Need identification, what do the Questions asked need to outline?</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting is a management science group, what are the managers perceived as,</td>
<td>Decision-maker</td>
<td>Decision-maker</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continued self development</td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Life long mission</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Officiating Assignment</td>
</tr>
<tr>
<td>Need-opportunity Alignment</td>
<td>Crucial role played by HRD</td>
<td>Success formula</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the internal operational measures dealing with how well HR practices are designed and delivered:</td>
<td>Cycle time, quality &amp; cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.</td>
<td>Cycle time, quality &amp; cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under HRD, name the factors that act as motivating forces</td>
<td>Job enrichment, Informal organisation, Participative management</td>
<td>Job enrichment, Informal organisation, Participative management</td>
</tr>
<tr>
<td>Question</td>
<td>The reviewer has the prime role of recording major appraisal details.</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>-------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Trade union is a group of two people who come to strengthen their bargaining position.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>various ministeries , manufactures of commerce , cost account &amp; Consumer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>employess organisations , manufactures of commerce , cost account &amp; Consumer</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Participation of management' representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>To exchange their contradictory views</td>
</tr>
<tr>
<td>Your Answer</td>
<td>To exchange their contradictory views</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Disharmony in individual &amp; organisational goal balance.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Disharmony in individual &amp; organisational goal balance.</td>
</tr>
</tbody>
</table>

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization &amp; globalization?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Be able to capitalize on global trade , Not ignore quality , Product development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Be able to capitalize on global trade , Not ignore quality , Product development</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Supervision &amp; leadership , Co-operation &amp; association outside the line of authority , Probability &amp; consequences of errors</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Supervision &amp; leadership , Co-operation &amp; association outside the line of authority , Probability &amp; consequences of errors</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**
**Under the 'Point rating system' name the important steps mentioned:**

**Correct Answer:** Construction of the yardsticks, Wage survey, Designing wage structure.

**Your Answer:** Construction of the yardsticks, Wage survey, Designing wage structure.

**Multiple Choice Single Answer**

**Question:** One of the importance of HRD is

**Correct Answer:** Role clarity

**Your Answer:** Role clarity

**Multiple Choice Multiple Answer**

**Question:** Name the various Organisational effectiveness dimensions.

**Correct Answer:** Higher productivity, Cost reduction, More profit

**Your Answer:** Higher productivity, Cost reduction, More profit

**True/False**

**Question:** It can be enagued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group

**Correct Answer:** True

**Your Answer:** False

**Multiple Choice Single Answer**

**Question:** In resent times, which department and head of the same usually initiates the manpower plan.

**Correct Answer:** HR department

**Your Answer:** HR department

**Select The Blank**

**Question:** On the basis of job elements and organisational demand an appropriate ______ of job evaluation should be selected.

**Correct Answer:** method

**Your Answer:** method

**True/False**

**Question:** Employees at present need more freedom & autonomy in doing the work

**Correct Answer:** True

**Your Answer:** True

**Multiple Choice Single Answer**

**Question:** What is concerned with developing a pool of candidates in line with the human resources plan
<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The differences in which kind of faiths among the people is hurdle in the HRD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Religious</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Religious</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The key to the whole SSL programme lies in the identification of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Supervisor’s weaknesses</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Supervisor’s performance</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What can give significant inputs about existing state of accountability of employees.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>HRD audit</td>
</tr>
<tr>
<td>Your Answer</td>
<td>HRD systems</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The birth of the quality control movement in Japan took place in the early -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>1960’s</td>
</tr>
<tr>
<td>Your Answer</td>
<td>1960’s</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the preparations to be done during pre-interview session by the employer about the employee.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Background , Training , Experience</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Background , Training , Experience</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The role of the organisation in career planning is to introduce &amp; strengthen systems to ensure ________ of employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career Progression</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**: Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer**: The first promotion, Successfully completed assignment, The first performance appraisal

**Your Answer**: The first promotion, Successfully completed assignment, The first performance appraisal

### Multiple Choice Single Answer

**Question**: What is the essentially the most important principle of any Human Resource Development Activity?

**Correct Answer**: Self development.

**Your Answer**: Self development.

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are placed under such category.</td>
<td>Simple ranking and grading are placed under such category.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Point system and factor comparison methods are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

### True/False

**Question**: Counselling involves a one to one discussion between the participant and administrator.

**Correct Answer**: True

**Your Answer**: True

**Question**: The reviewer has the prime role of recording major appraisal details.

**Correct Answer**: False

**Your Answer**: False

### Select The Blank

**Question**: Most HRD audit are due to failures of ________.

**Correct Answer**: Implementation
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Name the steps that develop strategic framework for HRD</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>List the measures to overcome the HRD problems in India</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Under HRD, name the factors that act as motivating forces</td>
<td>Employee enrichment, Informal organisation, Participative management</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Five main phases make up the process of the feedback exercise, name the PHASE 4-</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>What includes in Salary Survey ?</td>
<td>Inflation indicators, Salary budget averages, Average salaries</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Why is it that in dual career groups there is restricted freedom from the side of the human resource manager?</td>
<td>because of restriction &amp; reservations in adhering to organisational rules &amp; regulations</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Large recruitment _______ problematic and vice-versa.</td>
<td>Less</td>
</tr>
<tr>
<td></td>
<td></td>
<td>More</td>
</tr>
</tbody>
</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>True / False</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>The first HRD department in the Indian corporate sector was started in 1975 in Larsen &amp; Toubro (L &amp; T).</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
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<tr>
<td>Performance Appraisal Process</td>
<td>Measure actual performance of appraisee through personal observation or oral &amp; written reports.</td>
<td>Measure actual performance of appraisee through personal observation or oral &amp; written reports.</td>
</tr>
<tr>
<td>Period of Appraisal</td>
<td>It coincides with the financial year of the organisation 1st Sept. to 31st Aug.</td>
<td>It coincides with the financial year of the organisation 1st Sept. to 31st Aug.</td>
</tr>
<tr>
<td>Winning instinct</td>
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<tr>
<td>Ethics of Appraisal</td>
<td>&quot;Don't appraise without knowing why the appraisal is required&quot;</td>
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</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A_______ having openness, trust, authenticity as its bed rock is highly suitable for 360-degree appraisal.</td>
<td>Culture</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the technique used by the point system and factor comparison system to list the job.</td>
<td>Quantitative</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</td>
<td>True</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------</td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>HRD means competence building, commitment building, and ________ building.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>culture</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>culture</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Select The Blank</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>For the period of the lay off up to a maximum of ________ workmen will be paid compensation equal to half their basic pay &amp; D.A.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>45 days</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>90 days</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Single Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>A programme that allows flexible entering &amp; learning (the organisation) times for the employees is known as -</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Flexitime</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Flexitime</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Select The Blank</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>________ leads to conflict between various departments is a functional organisation</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Select The Blank</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to cleen its fiscal dificult ina few year, India needs to out down about 50% of subsidies in ________ goods since it yields only 10% returns</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Non-merit</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>The final step in manpower planning is to ensure that the supply will match the demand in future.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Name the process of 360 degree appraisal which can be broken into three stages or levels -</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Planning , Implementation , Result</td>
</tr>
</tbody>
</table>
**Select The Blank**

Question: Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of up to ____________

Correct Answer: Rs. 5 lakh

Your Answer: Rs. 3 lakh

**Multiple Choice Multiple Answer**

Question: Membership of the nation wide consumer councils (as formed by the Government) would comprise representative of

Correct Answer: various ministeries, manufactures of commerce, cost account & Consumer

Your Answer: various ministeries, manufactures of commerce, cost account & Consumer

**True/False**

Question: An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers & restructuring organisational relationships.

Correct Answer: True

Your Answer: True

**Multiple Choice Single Answer**

Question: Which system emphasis a lot on the need to motivate people

Correct Answer: Human Resourse Development

Your Answer: Human Resourse Development

---

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

**Match The Following**

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</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It can be enagued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Abraham has identified seven practices of successful organisations.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In ________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.</td>
<td>LARSEN &amp; TUBRO LTD.</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the essential steps with managerial walkabouts?</td>
<td>The student of management choose a subject on his own for the Managerial Walkabouts. , The faculty's role is to accept or reject the subject of managerial walkabout , The faculty ensures that all 5 essentials of the proposed walkabout are inherent in the subject chosen by the student.</td>
<td>The student of management choose a subject on his own for the Managerial Walkabouts. , The faculty's role is to accept or reject the subject of managerial walkabout , The faculty ensures that all 5 essentials of the proposed walkabout are inherent in the subject chosen by the student.</td>
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</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an organisation initiating career planning what modality would essentially form the basis for palcement, transfer and rotation?</td>
<td>Career path model</td>
<td>Career path model</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the key characteristics / features of a Human Resource Audit.</td>
<td>Employee competency check list , Evaluation by HR department in conjunction with internal customers. , To find the competency gap</td>
<td>Employee competency check list , Evaluation by HR department in conjunction with internal customers. , To find the competency gap</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which pay is one of the most crucial pay given to the employee &amp; also shown in the pay structure.</td>
<td>Performance</td>
<td>Performance</td>
</tr>
</tbody>
</table>

122
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Where the firm puts the proposed changes into practice is called ________ stage.</td>
<td>Implementation</td>
<td>Implementation</td>
</tr>
<tr>
<td>________ is known not to hold overly one-sided views.</td>
<td>Judgement</td>
<td>Judgement</td>
</tr>
<tr>
<td>The concept of ‘quality’ underwent numerous refinements, which out of the following pioneered such refinements?</td>
<td>Deming, Shewhart, Juran</td>
<td>Deming, Shewhart, Juran</td>
</tr>
<tr>
<td>According to Shroff (1995) the government needs to focus on three areas which are likely to input the effective implementation of the economic policy, they are</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of these measures.</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of these measures.</td>
</tr>
<tr>
<td>Name the three performance counselling phases.</td>
<td>Rapport building, Exploration, Action Planning</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
<tr>
<td>An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers &amp; restructuring organisational relationships.</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Which kind of appraisal done separately will provide feedback on the potential of these managers.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Select The Blank

**Question**  
For closure, if there is no response (from government) within ________, permission is deemed to have been granted

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Potential appraisal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>60</td>
</tr>
</tbody>
</table>

### True/False

**Question**  
Analysis of secondary data can give a lot of insights into the HRD assets & liabilities of the company

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**  
what are the common objections against the treatment of people as assets in a HRM system

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
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</tbody>
</table>

### Multiple Choice Single Answer

**Question**  
One of the importance of HRD is

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Role clarity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Role clarity</td>
</tr>
</tbody>
</table>

### True/False

**Question**  
At Intel the Work Force Solution Company (WFS) was framed & given monopoly over business process.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>False</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**  
HR managers to guarantee their viability need to think themselves as -

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Strategic partners</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Strategic partners</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**  
Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Skill, Efforts, Accountability</th>
</tr>
</thead>
</table>
### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD ________ can be treated as a separate element for good HRD.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>department</td>
</tr>
<tr>
<td>Your Answer</td>
<td>department</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the system where the required competencies are available through training, counselling etc.:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Development</td>
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</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>In an employees organisation the flow of decisions from the President / Secretary of Branch Union flow to -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>President / Secretary &amp; Craft / Unit level Union</td>
</tr>
<tr>
<td>Your Answer</td>
<td>President / Secretary &amp; Craft / Unit level Union</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the different types of compensations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Commissions, Overtime pay, Stock options</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Commissions, Overtime pay, Stock options</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employment security</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employment security</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Generally, training need identification forms a part of ________.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Management Appraisal System</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Management Appraisal System</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>It is viewed that customer should be treated as a king</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**: Mention certain weaknesses under the grading method:

**Correct Answer**: It is difficult to write grade description, It oversimplifies sharp differences between different jobs & different grades, It is considered to be less subjective

**Your Answer**: It is difficult to write grade description, It oversimplifies sharp differences between different jobs & different grades, It is considered to be less subjective

### Multiple Choice Single Answer

**Question**: Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.

**Correct Answer**: Periodic appraisal

**Your Answer**: Periodic appraisal

### True/False

**Question**: Objective of performance appraisal system is to identify the developmental needs of each employee.

**Correct Answer**: True

**Your Answer**: True

### Select The Blank

**Question**: Expenses incurred by a firm on recruitment, training & development of employees are treated as ________

**Correct Answer**: Current costs

**Your Answer**: Current costs

### Select The Blank

**Question**: Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company

**Correct Answer**: Secondary

**Your Answer**: Secondary

### Multiple Choice Multiple Answer

**Question**: What were the features of globalization in the Indian content?

**Correct Answer**: Expansion of business globally, Global market accessibility, Global orientation of organisational structure

**Your Answer**: Expansion of business globally, Global market accessibility, Global orientation of organisational structure

### True/False

**Question**: The process of 360 Degree appraisal is broken into two stages - planning, implementation.

**Correct Answer**: False

**Your Answer**: False
Select The Blank
Question: In some cases, individual and group interviews are substituted by ________
Correct Answer: LSIP
Your Answer: LSIP

Match The Following
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<tr>
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</tr>
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<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm plans the proposed changes into practice.</td>
</tr>
</tbody>
</table>

True/False
Question: Organisations should pay for the value of the job but not for the value of the person.
Correct Answer: False
Your Answer: False

Multiple Choice Single Answer
Question: Why is it found that federations & Unions constitute an important & crucial wing of an organisation?
Correct Answer: If mismanaged they affect industrial peace
Your Answer: If mismanaged they affect industrial peace

Multiple Choice Multiple Answer
Question: A Managerial Walkabouts presents the students with some basic challenges, such as -
Correct Answer: Logical Enquiry, Service, Adventure
Your Answer: Logical Enquiry, Service, Adventure

Multiple Choice Single Answer
Question: In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?
Correct Answer: As strategic business partner
Your Answer: As strategic business partner
**Multiple Choice Multiple Answer**

**Question** Name the Integrative framework that identifies three paths through which HR practices can contribute to business performance:

Correct Answer: By building organisational capabilities, By improving employees satisfaction, By shaping customers and shareholders satisfaction

Your Answer: By building organisational capabilities, By improving employees satisfaction, By shaping customers and shareholders satisfaction

**Select The Blank**

**Question** The major issue to be resolved while framing ______ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.

Correct Answer: Recruitment

Your Answer: Recruitment

**Multiple Choice Single Answer**

**Question** Name the type of questions hindering communication

Correct Answer: Testing

Your Answer: Testing

**Multiple Choice Single Answer**

**Question** In an employees organisation the flow of decisions from the President / Working President flows to -

Correct Answer: General Secretary

Your Answer: General Secretary

**Select The Blank**

**Question** The role of the organisation in career planning is to introduce & strengthen systems to ensure ______ of employees

Correct Answer: Career Progression

Your Answer: Career Progression

---

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

**True/False**

**Question** Under point method, common factors to all the jobs are identified.

Correct Answer: True

Your Answer: True

**Multiple Choice Single Answer**

**Question** What is the percentage change in allocation for such a sector over the preceeding years allocation?
### Multiple Choice Single Answer

**Question**: The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer**: Religious

**Your Answer**: Religious

### Multiple Choice Multiple Answer

**Question**: what are the common objections against the treatment of people as assets in a HRM system

**Correct Answer**: There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

**Your Answer**: There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

### Multiple Choice Single Answer

**Question**: Under the pre-Interview preparation it is useful to note the key points

**Correct Answer**: Paper

**Your Answer**: Paper

### Multiple Choice Single Answer

**Question**: Which system emphasis a lot on the need to motivate people

**Correct Answer**: Human Resource Development

**Your Answer**: Human Resource Development

### Select The Blank

**Question**: For closure government permission is required at least ________ days before the intended closure

**Correct Answer**: 90

**Your Answer**: 90

### Multiple Choice Multiple Answer

**Question**: A Managerial Walkabouts presents the students with some basic challenges, such as -

**Correct Answer**: Logical Enquiry, Service, Adventure

**Your Answer**: Logical Enquiry, Service, Adventure

### Select The Blank

**Question**: ________ leads to conflict between various departments is a functional organisation

**Correct Answer**: The lack of appreciation for the constraints of other department
<table>
<thead>
<tr>
<th>Question</th>
<th>The process of 360 Degree appraisal is broken into two stages - planning, implementation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the 'Point rating system' name the important steps mentioned:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Wage survey, Construction of the yardsticks, Designing wage structure.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Construction of the yardsticks, Wage survey, Designing wage structure.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Training of appraisee can primarily address issues like -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>How to process the data, How to identify the areas for personal development, How to chart out action</td>
</tr>
<tr>
<td>Your Answer</td>
<td>How to process the data, How to identify the areas for personal development, How to chart out action</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Despite what problems faced, India managed to implement economic restructuring?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>inbalanced wealth distribution, inefficient services, clootic political scenario</td>
</tr>
<tr>
<td>Your Answer</td>
<td>inbalanced wealth distribution, inefficient services, clootic political scenario</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>It is very easy to write grade description, as the number of jobs increases.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>The benefit of job evaluation is that it lays down the foundation for a rational wage structure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>What is concerned with developing a pool of candidates in line with the human resources plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**: Whose development plays an integral part in a Company today.

**Correct Answer**: Employee

**Your Answer**: Employee

### True/False

**Question**: The relationship between good HR practices and organisational effectiveness is very simple.

**Correct Answer**: False

**Your Answer**: False

### Select The Blank

**Question**: The whole process of conducting a 360 - Degree Feedback process in any Organisation could last about ________.

**Correct Answer**: One & half to about 3 months

**Your Answer**: One & half to about 3 months

### Select The Blank

**Question**: ________ and retaintion of qualified employees is a common goal shared by many employers.

**Correct Answer**: Recruitment

**Your Answer**: Recruitment

### True/False

**Question**: Human resource Audit is full-fledged methodology to bring about a change.

**Correct Answer**: False

**Your Answer**: False

### Multiple Choice Multiple Answer

**Question**: Name the steps that develop strategic framework for HRD

**Correct Answer**: Realistic employee development, Measurable employee development, Well costed employee development

**Your Answer**: Realistic employee development, Measurable employee development, Well costed employee development

### Multiple Choice Single Answer

**Question**: Which systems are more scientific in the organisations, as each individual will have an individual score card.

**Correct Answer**: Appraisal

**Your Answer**: Appraisal

### Multiple Choice Multiple Answer
<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>HRD process variable include -</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Role clarity, Work planning, Better communication</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Role clarity, Work planning, Better communication</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**

One of the importance of HRD is

**Correct Answer**

Role clarity

**Your Answer**

Role clarity

### True/False

**Question**

Career planning is essentially the process of aligning the career needs of the employee with the organisational career opportunities

**Correct Answer**

True

**Your Answer**

True

### Multiple Choice Single Answer

**Question**

In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.

**Correct Answer**

Employee leasing

**Your Answer**

Employee leasing

### True/False

**Question**

Eight members is considered to be the norm as to the no. of members constituting a QC-

**Correct Answer**

True

**Your Answer**

True

### Select The Blank

**Question**

Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.

**Correct Answer**

40

**Your Answer**

40

### Multiple Choice Multiple Answer

**Question**

What are the prerequisites for the perfect functioning of management participation in trade unions

**Correct Answer**

The union should be well organised with sounds rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other

**Your Answer**

The union should be well organised with sounds rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other

132
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance counselling should not give a chance in discussion like -</td>
<td>Increments, Salaries, Rewards</td>
<td>Increments, Salaries, Rewards</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why do employees adopt proxy system? In order to improve</td>
<td>to their social status, their economic status, their psychological status</td>
<td>to their social status, their economic status, their psychological status</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long range planning are beyond eight years</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The dimensions of the Human Resources portfolio matrix do not have the same form as for product &amp; market portfolio.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>Ford Motors</td>
</tr>
<tr>
<td>Simple act of comparision &amp; learning for organisational improvement</td>
<td>Benchmarking</td>
<td>Benchmarking</td>
</tr>
<tr>
<td>Japanese firms had ling been benchmarking other companies, many of them American</td>
<td>Ohirata (1994)</td>
<td>Ohirata (1994)</td>
</tr>
</tbody>
</table>

**Select The Blank**
**Question**
The problem and challenges of continuous improvement can be effectively tackled by taking advantage of ________.

**Correct Answer** Synergy of teams

**Your Answer** Synergy of teams

---

**Multiple Choice Single Answer**

**Question** Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.

**Correct Answer** Elliot Jecques

**Your Answer** Elliot Jecques

---

**Select The Blank**

**Question** While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.

**Correct Answer** manegerial

**Your Answer** manegerial

---

**Select The Blank**

**Question** The ________ role is to ensure the deserving managers should get appropriate opportunities for job Rotation.

**Correct Answer** Reviewer

**Your Answer** Reviewer

---

**Select The Blank**

**Question** A ________ having openness, trust, authenticity as its bed rock is highly suitable for 360 - degree appraisal.

**Correct Answer** Culture

**Your Answer** Culture

---

**Select The Blank**

**Question** ________ assignment can also be recommended for career development.

**Correct Answer** Rotational

**Your Answer** Rotational

---

**Multiple Choice Multiple Answer**

**Question** Under orientation programmes, some very important issues discussed and clarified are :

**Correct Answer** Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?

**Your Answer** Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?

---

**Select The Blank**

**Question** ________ is a difficult exercise, therefore it should be done with care.
Correct Answer Potential appraisal
Your Answer Potential appraisal

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Upto late seventies, how many organisations were with HRD department?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Twelve</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Six</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>List the measures to overcome the HRD problems in India</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major sources of recruitment in private sector.</td>
<td>Employee recommendations and advertisement.</td>
<td>Employee recommendations and advertisement.</td>
</tr>
<tr>
<td>SANDOZ INDIA LTD.</td>
<td>Internal Advertising is restored for all vacancies.</td>
<td>Internal Advertising is restored for all vacancies.</td>
</tr>
<tr>
<td>NATIONAL MACHINERY manufacturers ltd.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
</tr>
<tr>
<td>Major sources of recruitment in public sector.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
</tr>
</tbody>
</table>
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Multiple Choice Multiple Answer
Question What is Business Process Re-engineering?
Correct Answer The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology, Encouraging enterprenewal adaptation on capabilities with stress on innovative skills & collaborative decision-making
Your Answer Encouraging enterprenewal adaptation on capabilities with stress on innovative skills & collaborative decision-making, The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology.

True/False
Question Employees feel frustrated due to low specialisation in the work
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question When employees takes up other occupation & spend more or less 70% of their time & resources for their business or industrial unit. Second job activity to this extent may be called as:
Correct Answer Three quarter Moon Lighting
Your Answer Three quarter Moon Lighting

True/False
Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
Correct Answer True
Your Answer True

True/False
Question Implementation level deals with the actual conduct of the appraisal process.
Correct Answer True
Your Answer True

Select The Blank
Question Expenses incurred by a firm on recruitment, training & development of employees are treated as ________
Correct Answer Current costs
Your Answer Current costs

Multiple Choice Single Answer
Question Which practices are service related and human resources related?
Correct Answer Organisational
Your Answer Organisational
Select The Blank
Question At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.
Correct Answer EMS
Your Answer EMS

Multiple Choice Multiple Answer
Question Name the factors which come under 'Work Planning' that is component systems of HRD:
Correct Answer Performance appraisal, Role analysis, Contextual analysis
Your Answer Performance appraisal, Role analysis, Contextual analysis

Select The Blank
Question ________ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category
Correct Answer 0.79
Your Answer 0.79

Select The Blank
Question The link between sense of reality and ________ is important for proper understanding of the definition of sense of reality
Correct Answer imagination
Your Answer imagination

Multiple Choice Multiple Answer
Question Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
Correct Answer Skill, Efforts, Accountability
Your Answer Skill, Efforts, Accountability

Multiple Choice Multiple Answer
Question A Managerial Walkabouts presents the students with some basic challenges, such as -
Correct Answer Logical Enquiry, Service, Adventure
Your Answer Logical Enquiry, Service, Adventure

Multiple Choice Single Answer
Question At a US based industrial design firm there is no position as a head or chief, instead, importance is given to hiring the right people for the rights. This policy emulates which concept?
Correct Answer Self actualization at the work place.
Your Answer Self actualization at the work place.

Select The Blank
Question ______ and retention of qualified employees is a common goal shared by many employers.
Correct Answer Recruitment
Your Answer Recruitment

Multiple Choice Single Answer
Question What is concerned with developing a pool of candidates in line with the human resources plan
Correct Answer Recruitment
Your Answer Recruitment

Multiple Choice Single Answer
Question Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty :
Correct Answer Providing wrong information about management
Your Answer Providing wrong information about management

Match The Following
Question Correct Answer Your Answer

Concept suggested by Elliot Jecques. It takes into account the various key factors that will tell the overall performance of a job. It takes into account the various key factors that will tell the overall performance of a job.

Job Factors enumerated as : Effort, responsibility, skill, working conditions Effort, responsibility, skill, working conditions

Wage survey : It places all evaluated jobs according to point in terms of money. It places all evaluated jobs according to point in terms of money.

Designing wage structure : Similar jobs are grouped and treated as a job class. Similar jobs are grouped and treated as a job class.

Multiple Choice Multiple Answer
Question The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?
Correct Answer Deming , Shewhart , Juran
Your Answer Deming , Shewhart , Juran

Match The Following
Question Correct Answer Your Answer

"Working on your liabilities" Life long mission Life long mission
Assignment to some important task force or committee

Offsetting Plateauing effect

Need-opportunity Alignment

Crucial role played by HRD

Continued self development

A leadership quality

Multiple Choice Multiple Answer

Question What are the elements of a quality control system?

Correct Answer A means of measurement of accomplishment, A means of standard, A comparision of actual results with the standard.

Your Answer A means of measurement of accomplishment, A means of standard, A comparision of actual results with the standard.

Multiple Choice Multiple Answer

Question How does the people in the organisation take feedback seriously and try to benefit from the same?

Correct Answer The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others.

Your Answer The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others.

Multiple Choice Multiple Answer

Question Name the steps that develop strategic framework for HRD

Correct Answer Realistic employee development, Measurable employee development, Well costed employee development

Your Answer Realistic employee development, Measurable employee development, Well costed employee development

Multiple Choice Multiple Answer

Question There are companies where the HR department lists out the raters by choosing randomly from the participant's list of work related employees. Each rater receives an envelop having the following:

Correct Answer Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator

Your Answer Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator

Select The Blank

Question __________ manpower plan need the involvement of top management as well as HR exports.

Correct Answer Strategic

Your Answer Strategic
True/False
Question Establishment of trade unions by workers in small industries is not common
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question Name the internal operational measures dealing with how well HR practices are designed and delivered:
Correct Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.
Your Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

Select The Blank
Question ______ means every employee is an active participant in goal attainment.
Correct Answer Employee involvement
Your Answer Employee involvement

True/False
Question HRD audit can give significant inputs about existing stage of accountability of employees.
Correct Answer True
Your Answer True

Select The Blank
Question Where the firm puts the proposed changes into practice is called _______ stage.
Correct Answer Implementation
Your Answer Implementation

Select The Blank
Question _______ should reinforce positive behaviour.
Correct Answer Feedback
Your Answer Feedback

True/False
Question Performance development plan is set for the employee by his immediate boss.
Correct Answer True
Your Answer True

Select The Blank
Question HRD department is also included as an _______ of HRD.
Correct Answer Instruments
Your Answer Instruments
Multiple Choice Single Answer
Question At a certain stage the upword mobility stops for many employees. This phenomenon ideally takes place around the age of
Correct Answer 40
Your Answer 40

Multiple Choice Single Answer
Question Why Companies go for HRD Audit?
Correct Answer Promoting Professionalism
Your Answer Promoting Professionalism

Multiple Choice Single Answer
Question When one's financial & social position is almost entirely determined by the second occupation, the extent of second jobbing may be known as:
Correct Answer Full Moon Lighting
Your Answer Full Moon Lighting

Multiple Choice Single Answer
Question Name the type of questions hindering communication
Correct Answer Testing
Your Answer Testing

True/False
Question Analysis of secondary data can give a lot of insights into the HRD assets & liabilities of the company
Correct Answer True
Your Answer True

Select The Blank
Question On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.
Correct Answer method
Your Answer method

Multiple Choice Single Answer
Question Conventionally Personnel Managers & Manpower Development Managers took what form of approach for the development of human resource?
Correct Answer Manufacturing approach
Your Answer Manufacturing approach

Multiple Choice Single Answer
Question What does a Supervisory Skill Level Survey entail?
Correct Answer Method of measuring training needs of a Co's supervisors through well designed psychometric tests
Your Answer  Method of measuring training needs of a Co's supervisors through well
designed psychometric tests

Multiple Choice Multiple Answer
Question  what are the common objections against the treatment of people as assets in a
HRM system
Correct Answer  There is no assurance of future benefits , people are not owened by the
organisation , it may not be recognised by tax laws
Your Answer  There is no assurance of future benefits , people are not owened by the
organisation , it may not be recognised by tax laws

Multiple Choice Multiple Answer
Question  According to Ulrich (1994), today's human resource professionals need to
move towards effectively fulfilling the multiple roles of -
Correct Answer  Employee champions who are able to relate to & meet the needs of
employees , Strategic partners , Change agents
Your Answer  Employee champions who are able to relate to & meet the needs of
employees , Strategic partners , Change agents

Multiple Choice Single Answer
Question  In an employees organisation the flow of decisions from the President /
Secretary of Branch Union flow to -
Correct Answer  President / Secretary & Craft / Unit level Union
Your Answer  President / Secretary & Craft / Unit level Union

Multiple Choice Single Answer
Question  What is regarded as the preventive tool in case of any differences of opinions
among the members of rating committee.
Correct Answer  Job specification
Your Answer  Job specification

True/False
Question  Trade union is a group of two people who come to strengthen their
bargaining position.
Correct Answer  False
Your Answer  False

True/False
Question  Monitoring and Follow-up follows the distribution of questionnaires to all
assessors.
Correct Answer  True
Your Answer  True
**List of Attempted Questions and Answers**

**Multiple Choice Single Answer**

**Question** Why Companies go for HRD Audit?
**Correct Answer** Promoting Professionalism
**Your Answer** Promoting Professionalism

**True/False**

**Question** It is technology who can provide competitive advantage to corporations.
**Correct Answer** False
**Your Answer** True

**Multiple Choice Single Answer**

**Question** Why Companies go for HRD Audit?
**Correct Answer** Promoting Professionalism
**Your Answer** Promoting Professionalism

**Multiple Choice Multiple Answer**

**Question** Mention the objectives of job evaluation
**Correct Answer** To maintain complete description of each occupation in the entire plant,
To promote accurate consideration of all employees
for advancement and transfer
**Your Answer** To promote accurate consideration of all employees
for advancement and transfer,
To promote information for work organisation,
employees section etc.
**Correct Answer** To promote accurate consideration of all employees for advancement and transfer,
To promote information for work organisation,
employees section etc., To ensure that like wages are paid to all qualified employees on unlike work.

**Multiple Choice Multiple Answer**

**Question** Women employees presently restrict / limit their career to selected jobs & organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -
**Correct Answer** Dual career group
**Your Answer** Dual career group

**Multiple Choice Single Answer**

**Question** Whose development plays an integral part in a Company today?
**Correct Answer** Employee
**Your Answer** Employee

**Multiple Choice Multiple Answer**

**Question** What are the causes for unsound functioning of Indian Trade unions?
**Correct Answer** Multiple unions, Category wise unions, Intra & inter union rivalry
**Your Answer** Multiple unions, Category wise unions, Intra & inter union rivalry

**Multiple Choice Multiple Answer**

**Question** What are the published literature of the company which help in assessing the strengths and weakness of HRD
**Correct Answer** Manual reports, Marked Handouts, Personal Manual
**Your Answer** Manual reports, Marked Handouts, Personal Manual

**Multiple Choice Single Answer**

**Question** Majority of the disputes in industries are related to the problem of wages, salaries & benefits
**Correct Answer** True
**Your Answer** True

**Select The Blank**

**Question** The _______ are mostly for the employees of the marketing department.
**Correct Answer** Commissions
**Your Answer** Commissions

**Select The Blank**

**Question** A major reason for resistance to re-engineering is a challenge to the existing _______.
**Correct Answer** hierarchy
**Your Answer** hierarchy

**Multiple Choice Single Answer**

**Question** The Finance Minister also expressed the government's intention to eventually raise total resource allocation for education to how much percent of the GDP in a phased manner?
**Correct Answer** 0.05
**Your Answer** 0.05
What were the elements of the liberalization Movement?
**Correct Answer** Abolishion of licensing, MRTP limit, Foreign Investment
Your Answer Abolishion, Open economy

Name the various steps considered under Factor comparision system:
**Correct Answer** Allocation of correct rate to each key job, Selection of job characteristics,
Determination of correct rates of key jobs
Your Answer Allocation of correct rate to each key job, Selection of job characteristics,
Determination of correct rates of key jobs

HRD means competence building, commitment building, and ________ building.
**Correct Answer** culture
Your Answer culture

Name the technique used by the point system and factor comparison system to list the job.
**Correct Answer** Quantitative
Your Answer Quantitative

For the period of the lay off up to a maximum of ________ workmen will be paid compensation equal to half their basic pay & D.A.
**Correct Answer** 45 days
Your Answer 45 days

The individual with a deep speed insight will not go quickly to the least of a problem.
**Correct Answer** False
Your Answer False

Name the bank which was one of the earliest organisations in India to try Sensitivity training based interventions in the 60's:
**Correct Answer** State Bank of India
Your Answer State Bank of India

Name the bank which was one of the earliest organisations in India to try Sensitivity training based interventions in the 60's:
**Correct Answer** State Bank of India
Your Answer State Bank of India

What is one of the major reasons for a perceived rise in number of moon - lights in the coming future?
**Correct Answer** Change in values & expectations.
Your Answer Change in values & expectations.

Objective of performance appraisal system is to identify the developmental needs of each employee.
**Correct Answer** True
Your Answer True

Which practices are service related and human resources related?
**Correct Answer** Organisational politidering
Your Answer Organisational politidering

Better decisions about people based on improved information system HRA benefits HRA

It is "endomic to every organisation regardless of size, function or character of ownership Organisational politidering Organisational politidering Organisational politidering

Which practices are service related and human resources related?
**Correct Answer** Organisational
Your Answer Organisational

Organisational Politics Course organisational Politics

Better decisions about people based on improved information system HRA benefits HRA

Standard cost method value of human resources for accounting purposes value of human resources for accounting purposes

It is "endomic to every organisation regardless of size, function or character of ownership Organisational politidering Organisational politidering

Which practices are service related and human resources related?
**Correct Answer** Organisational
Your Answer Organisational
**Question**  How would the representative of the consumer association be able to make a difference in the consumerism movement?

**Correct Answer**  by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fairs prices.

**Your Answer**  by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fairs prices.

**True/False**

**Question**  Proper implementation and support of all management levels are not very crucial for the success of HRD audit.

**Correct Answer**  False

**Your Answer**  False

**Select The Blank**

**Question**  ________ assignment can also be recommended for career development.

**Correct Answer**  Rotational

**Your Answer**  Rotational

**Multiple Choice Multiple Answer**

**Question**  What are the areas where the auditors should physically visit the workplace?

**Correct Answer**  Canteens, Living colony, Training rooms.

**Your Answer**  Canteens, Living colony, Training rooms.

**Multiple Choice Single Answer**

**Question**  When effort to earn additional income through a second job does not bear fruit, such type of efforts & the consequent results may be called as -

**Correct Answer**  Blue Moon lighting

**Your Answer**  Blue Moon lighting

**Multiple Choice Multiple Answer**

**Question**  Succession planning is done in three time frames, those are -

**Correct Answer**  Immediate, Intermediate, Long range

**Your Answer**  Immediate, Intermediate, Long range

**True/False**

**Question**  An employee who is categorised as Dead wood is one who has absolutely no potential for growth & should be included in a rationalization programme.

**Correct Answer**  False

**Your Answer**  True

**Multiple Choice Single Answer**

**Question**  What is concerned with developing a pool of candidates in line with the human resources plan

**Correct Answer**  Recruitment

**Your Answer**  Recruitment

**Multiple Choice Multiple Answer**

**Question**  Name the two factors which lead people to work:

**Correct Answer**  Economic, Motivation

**Your Answer**  Economic, Motivation

**Multiple Choice Multiple Answer**

**Question**  Motorola developed an index, Individual Dignity Entitlement based on following questions:

**Correct Answer**  Do you have a substantive job that contributes to the success of Motorola?

**Your Answer**  Do you have a substantive job that contributes to the success of Motorola?

**Multiple Choice Single Answer**

**Question**  Do you have a career plan and is it exciting, achievable and being acted on? Do you have on-the-job behaviours and the knowledge base to be successful?

**Correct Answer**  Do you have a career plan and is it exciting, achievable and being acted on? Do you have on-the-job behaviours and the knowledge base to be successful?

**Your Answer**  Do you have a career plan and is it exciting, achievable and being acted on? Do you have on-the-job behaviours and the knowledge base to be successful?

**Select The Blank**

**Question**  The process of analysing jobs from which job descriptions are developed are called

**Correct Answer**  Job Analysis

**Your Answer**  Job Evaluation

**Multiple Choice Multiple Answer**
True/False  
**Question**  The benefit of job evaluation is that it lays down the foundation for a rational wage.  
**Correct Answer** True  
**Your Answer** True

Multiple Choice Multiple Answer  
**Question** Why was workers participation in management initiated?  
**Correct Answer** to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace  
**Your Answer** to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace

Multiple Choice Single Answer  
**Question** Which system emphasizes a lot on the need to motivate people?  
**Correct Answer** Human Resource Development  
**Your Answer** Human Resource Development

Select The Blank  
**Question** Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________

**Correct Answer** avoidable circumstances  
**Your Answer** avoidable circumstances

Match The Following  
**Question** Correct Answer  
**Arthur** He studied the impact of two different management approaches on the productivity of steel mills. He studied the impact of two different management approaches on the productivity of steel mills.  
**Macduffie** He studied 70 automobile plants representing 24 companies from 17 different countries. He studied 70 automobile plants representing 24 companies from 17 different countries.  
**Welbourne and Andrews** He studied the survival rate of 136 non-financial companies. He used 2 scales—one to measure employee skills and the second to measure employee motivation. He studied 80 automobile plants representing 24 companies from 18 different countries.  
**Huselied** He used 2 scales—one to measure employee skills and the second to measure employee motivation. He studied 80 automobile plants representing 24 companies from 18 different countries.

Select The Blank  
**Question** In a re-engineering programme, when a process changes so does the ________ of the concerned employee.

**Correct Answer** job profile  
**Your Answer** job profile

Select The Blank  
**Question** The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which would be contributed from budgetary support.

**Correct Answer** Rs. 2000 crores  
**Your Answer** Rs. 2000 crores

Multiple Choice Multiple Answer  
**Question** What are the uses of the 'Balanced Score Card' as a strategic management system?  
**Correct Answer** It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves  
**Your Answer** It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.
Question  A strategy based on superior service is very powerful as the _______ is high.  
Correct Answer  value added  
Your Answer  competitiveness

True/False  
Question  Performance development plan is set for the employee by his immediate boss.  
Correct Answer  True  
Your Answer  True

True/False  
Question  The human resource department should move out from routine transactional activities and let IT take care of their activities.  
Correct Answer  True  
Your Answer  True

Select The Blank  
Question  The role of the organisation in career planning is to introduce & strengthen systems to ensure ______ of employees  
Correct Answer  Career Progression  
Your Answer  Career Progression

1. Name the technique which determines the relevant worth of a job with respect to other jobs.  
   Job Analysis  
   Ranking  Yes

2. Name the system which is simple, less expensive & less time consuming.  
   Factor comparison

3. What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee?  
   Job evaluation

Subject: Human Resource Management
Part:  
Chapter: 11

Job Description
Job Evaluation  Yes
Job Enlargement
Multiple Choice Single Response

Question ID  Options  Is Correct
Job specification  Yes
Job analysis
Multiple Choice Single Response
4. If supply of labor is higher than demand, which factor would be relatively low?
   - Price
   - Wage
   - Increment
   Yes
   - Wage
   - Increment

5. Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.
   - Fred Luthas
   - Elliot Jecques
   - Philip Kotler
   Yes
   - Robbins Stephen P.

6. Name the technique used by the point system and factor comparison system to list the job.
   - Non-quantitative
   - Analytical
   - Point
   - Non-analytical

7. Name one of the processes of job evaluation.
   - Select the method
   - Yes
   - Ranking system
   Yes
   - Non-quantitative
   - Analytical

8. Name the method where common factors to all the jobs are identified.
   - Factor comparison
   Yes
   - Analytical
   - Point

9. On the basis of the relative work in the organization, what is the primary purpose of job?
<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.</td>
<td>Job evaluation</td>
<td>Yes</td>
</tr>
<tr>
<td>11</td>
<td>Under which system the process is based on personal judgement, and therefore tends to get influenced by personal biases.</td>
<td>Job enlargement</td>
<td>Yes</td>
</tr>
<tr>
<td>12</td>
<td>Which kind of inequality to a great extent affects industrial relations?</td>
<td>Job analysis</td>
<td>Yes</td>
</tr>
<tr>
<td>13</td>
<td>What is it that job evaluation requires while undertaking the programme at all stages in the organization?</td>
<td>Multiple Choice Single Response</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Job evaluation?**
- To set wages
- To set prices
- To set methods
- To set programmes

**Multiple Choice Single Response**

**Question ID**
- **Question**
- Options
- Is Correct
Trade-union
Yes

Workers union

Supervisor's union

Multiple Choice Single Response

**Question ID**

**Question**

Options

Is Correct

15 Which is the only weapon of trade union, which the union think is taken away by applying the Job evaluation System.

Collective co-operation

Collective negotiation

Collective controlling

Collective bargaining

Is Correct

Multiple Choice Single Response

**Question ID**

**Question**

Options

Is Correct

16 Under the techniques of job evaluation, which is the most widely used method?

POINT SYSTEM

Yes

RANKING SYSTEM

Job grading

Factor comparision system

Multiple Choice single Response

17 Name the factor which when changes, the job evaluation system should also change.

Consumer

Management

Seller

Technology

Is Correct

Multiple Choice Single Response

**Question ID**

**Question**

Options

Is Correct

18 Under the techniques of job evaluation, which is the least method used?

Job grading

Factor comparision system

Ranking system

Point system

Multiple Choice Single Response

19 Grading systems require which type of system, because grading of clerical job may be quite different from that of operative job.

Single

Double

Triple
20. In which type of system are yardsticks of value for each job factor prepared?
   - Point rating system
   - Job evaluation system
   - Job description system
   - Ranking system

21. After assigning weight to each criterion like skill, knowledge etc., the worth of job is determined and converted to which kind of values?
   - Monetary
   - Incentive
   - Quantitative
   - Qualitative

22. When individual job description and grade descriptions do not match well, the evaluators classify the job using which kind of judgment?
   - Specific
   - Subjective
   - Objective
   - Multiple

23. Which kind of relationship does system of a job evaluation maintain while rating for different jobs?
   - Variable
   - Equitable
   - Systematic
   - Relevant

24. Job analysis describes variety of duties of the job, they are:
   - Social skills
   - Condition of work
   - Skills
   - Authority relationship
25. Name the various processes of job evaluation:
   - Classify the jobs: Yes
   - Select the method: Yes
   - Gain acceptance: Yes
   - Lose acceptance: Multiple Choice Multiple Response

26. Job factors used under Factor comparison method are:
   - Mental efforts: Yes
   - Fixed efforts
   - Physical efforts: Yes
   - Skill needed: Yes
   - Multiple Choice Multiple Response

27. Name the various ways through which business firms are being helped by well designed job evaluation:
   - Enables Co. to get data: Yes
   - Establishes equal wage rate for all the jobs, according to job requirement: Yes
   - Establishes different wage rate for all the jobs, according to job requirement: Multiple Choice Multiple Response

28. Mention the defects of Simple ranking method:
   - Simplicity tends to make measurement somewhat crude: Yes
   - Absence of pre-determined yardstick leads to personal bias: Yes
   - All the factors affecting the job are not considered: Yes
   - Some factors affecting the job are considered: Multiple Choice Multiple Response

29. It is said that participants should have familiarity with the job to be rated, therefore the degree of familiarity has impact on which factor:
   - Accessibility: Yes
   - Adaptability: Yes
   - Decision making: Yes
Managerial requirements

Multiple choice Multiple Response

**Question ID**
**Question**
Options
Is Correct

30 Name the factors affecting the designing of the wage structure area:
Labour market condition Yes
High market condition
Economic condition of the country Yes
Adjustment and operation of wage structure Yes

Multiple choice Multiple Response

31 Job description which are prepared as part of the process which can be used for writing up job specifications, that can then be used for which kind of purpose?
Training Yes
Promotion Yes
Job analysis
Job evaluation Yes

Multiple choice Multiple Response

32 The worth of job is determined in relation to other jobs in terms of responsibility involved
Yes
Efforts required Yes
Responsibility checked
Payment requirement

Multiple choice Multiple Response

33 Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
Skill Yes

Multiple choice Multiple Response

34 Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:
Supervision & leadership Yes
Leadership & management

Job enrichment
Efforts Yes
Accountability Yes
Multiple choice Multiple Response
Co-operation & association outside the line of authority Yes

Probability & consequences of errors Yes

Multiple Choice Multiple Response

Question ID Question Options Is Correct
35 Under the grading system, name the separate grades included: Firm
Office Yes
Clerical Yes
Managerial Yes

Multiple Choice Multiple Response

Question ID Question Options Is Correct
36 Mention the objectives of Job evaluation To maintain complete description of each occupation in the entire plant Yes
To promote accurate consideration of all employees for advancement and transfer Yes
To promote information for work organization, employee section etc. Yes
To ensure that like wages are paid to all qualified employees on unlike work.

Multiple Choice Multiple Response

Question ID Question Options Is Correct
37 Mention certain weaknesses under the grading method: It is difficult to write grade description Yes
It oversimplifies sharp differences between different jobs & different grades Yes
It is considered to be less subjective Yes
It is considered to be too subjective

Multiple Choice Multiple Response

Question ID Question Options Is Correct
38 Name the various steps considered under Factor comparison system: Selection of job analysis Allocation of correct rate to each key job Yes
Selection of job characteristics Yes
Determination to correct rates of key jobs Yes
Multiple Choice Multiple Response

Question ID Question Options Is Correct
39 Under the 'Point rating system' name the important steps mentioned: Construction of the yardsticks Yes
Designing wage structure.

Yes

Multiple Choice Multiple Response

**Question ID**
**Question**
Options
Is Correct

40 Name the two factors which lead people to work:
- Economic
- Yes
- Organising
- Motivation
- Yes
- Controlling

True / False

**Question ID**
**Question**
Options
Is Correct

41 Job evaluation precedes job analysis
- TRUE
- Yes
- FALSE

True / False

**Question ID**
**Question**
Options
Is Correct

42 Employee and supervisor should be never involved while finalizing job description
- TRUE

True / False

**Question ID**
**Question**
Options
Is Correct

43 All forms of job evaluation are designed to enable management to determine how much one job should be paid as compared to others.
- TRUE
- Yes
- FALSE

True / False

**Question ID**
**Question**
Options
Is Correct

44 When several unions exists in an organization it becomes easy to apply job evaluation system.
- TRUE

True / False

**Question ID**
**Question**
Options
Is Correct

45 Point rating system consists of designing the wage structure.
- TRUE
- Yes
- FALSE

True / False

**Question ID**
**Question**
Options
Is Correct

46 The aim of the majority of the systems of job evaluation is to establish, on agreed basis, the
relative values of different jobs in a given plant.

**TRUE**

Yes

**FALSE**

true / False

### Question ID

**Question**

Options

Is Correct

47

A corollary of this Job evaluation principal is that for equal work there should be unequal wage rates.

**TRUE**

Yes

**FALSE**

true / False

### Question ID

**Question**

Options

Is Correct

49

It is very easy to write grade description, as the number of jobs increases.

**TRUE**

Yes

**FALSE**

true / False

### Question ID

**Question**

Options

Is Correct

50

When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgment.

**TRUE**

Yes

**FALSE**

true / False

### Question ID

**Question**

Options

Is Correct

52

The job falling under the same grade get different wage scale.

**TRUE**

Yes

**FALSE**

true / False

### Question ID

**Question**

Options

Is Correct

53

Factor comparison system consists of selection of key jobs.

**TRUE**

Yes

**FALSE**

true / False
54. The data obtained through job analysis are recorded on what is known as job analysis sheet. **TRUE**

55. Trade union is a group of two people who come to strengthen their bargaining position. **TRUE**

56. The benefit of job evaluation is that it lays down the foundation for a rational wage structure. **TRUE**

57. If standard of living is low, it calls for higher wage. **Yes**

58. Responsibility is much more than that of a worker. Manager **Yes**

59. In the case of there is one yardstick consisting of job classes. **Job Ranking**
All should be paid within limits which is given by the standards set through a wage structure.

Increment

Gratuity

Wages

Yes

Incentive

Select a Blank

Is Correct

Select a Blank

Question ID

Question

Options

Is Correct

Is Correct

Select a Blank

Question ID

Question

Options

Is Correct

Is Correct

Select a Blank

Question ID

Question

Options

Is Correct

Non-quantitative

Qualitative

Quantitative

Job evaluation

Job system

Job analysis

Job description

Salary

Man

Yes

Non-quantitative

Personnel

On the basis of job elements and organizational demand an appropriate study type method course

Select a Blank

Are first established on the
### Question ID: 66
Factor comparison method is regarded as:
- Simple
- Complex

### Question ID: 67
Where nature of work is difficult to be expressed in quantifiable numbers.
- Workers
- Supervisors

### Question ID: 68
Jobs are arranged from highest to lowest, in order of their value to the organization.
- Point Grading
- Actor comparison
- Ranking

### Question ID: 69
The job evaluation programme once installed must be continued on a basis.
- Periodical
- Voluntary
- Permanent

### Question ID: 70
Definition of Job Evaluation:
- It is the process of analysis and assessment
of jobs to ascertain reliability, their relatively worth using the assessment as a basis for a balanced wage structure.

Objectives of Job Evaluation:
To determine a rate of pay for each job which is fair and equitable with relation to other jobs in the industry.

Principles of Job Evaluation:
Allows employees to discuss job ratings
Process of Job Evaluation:
The basic procedure is to compare content of jobs in relation to one author, in terms of some elements like skills, efforts etc.

The basic procedure is that, it should be written very carefully as it can be used as an evidence while handling some grievances.

The job analyst should himself observe the actual work done by the employee.

Question ID
Question Options Is Correct
71 JOB RANKING In this case, the method is very simple and not expensive.
JOB GRADING In this case, there is one yardstick consisting of job classes.

FACTOR COMPARISON SYSTEM In this case the job factors are compared rather than the whole job.

POINT RATING SYSTEM In this case, it is widely used in job evaluation and also designs wage structure.

In this case, this is the first approach which breaks down jobs into several characteristics.

This new concept is suggested by Elliott Jecques.

Quantitative job evaluation Point system and factor comparison methods are placed under such category.

The beneficiaries to business firms by job evaluation It enables Cos. to get data in local wage surveys to establish job classification.

Job analysis It is one of the job evaluation processes, which finds out relevant facts.

It is considered to be complex to cos. as it is not understood by all.

Simple ranking and point system are placed under such category.

Match
Job Factors enumerated as: Effort, responsibility, skill, working conditions.

Wage survey: It places all evaluated jobs according to point in terms of money.

Designing wage structure: Similar jobs are grouped and treated as a job class.

Concept suggested by Elliot Jecques. It takes into account the various key factors that will tell the overall performance of a job.

Effort, grading, skill, working conditions.

Multiple Choice Multiple Answer
Question: Essentials of effective QC's:
Correct Answer: Prompt approval, Regular communication, Unconditional support
Your Answer: Prompt approval, Regular communication, Unconditional support

Multiple Choice Multiple Answer
Question: Some Questions that every corporation needs to address are as follows:
Correct Answer: How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant
Your Answer: How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant

True/False
Question: The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer: True
Your Answer: True

Multiple Choice Single Answer
Question: Which kind of literature identifies a number of systems & subsystems?
Correct Answer: HRD
Your Answer: HRD

Select The Blank
Question: A fee market economy demands a transparent set of laws and________somethething that the archaic Indian judicial system is ill-equipped to cope with
Correct Answer: quick disposal of litigation
Your Answer: a set of social security legislation

True/False
Question: The job falling under the same grade get different wage scale.
Correct Answer: False
Your Answer: True

Select The Blank
Question: Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of
Correct Answer: Rs. 5 lakh
Your Answer: Rs. 5 lakh

True/False
Question: If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.
Correct Answer: False
Your Answer: True
Multiple Choice Single Answer

**Question** What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?

**Correct Answer** Flexi work

**Your Answer** Flexitime

True/False

**Question** Through consumers participation in management, consumer will lose their rights through served technique

**Correct Answer** False

**Your Answer** False

Multiple Choice Multiple Answer

**Question** Performance counselling refers to

- Supportive atmosphere
- Empathetic atmosphere
- Setting goals

**Correct Answer** Supportive atmosphere

**Your Answer** Supportive atmosphere, Empathetic atmosphere, Setting goals

Multiple Choice Single Answer

**Question** Monitoring and Follow-up follows the distribution of Questionnaires to all assessors.

**Correct Answer** True

**Your Answer** True

Select The Blank

**Question** In a re-engineering programme, when a process changes so does the ______ of the concerned employee.

**Correct Answer** job profile

**Your Answer** job profile

Multiple Choice Single Answer

**Question** Under the pre-Interview preparation it is useful to note the key points

**Correct Answer** Paper

**Your Answer** Paper

Multiple Choice Single Answer

**Question** Which system emphasis a lot on the need to motivate people?

**Correct Answer** Human Resource Development

**Your Answer** Human Resource Development

Select The Blank

**Question** The whole process of conducting a 360-Degree Feedback process in any Organisation could last about _______.

**Correct Answer** One & half to about 3 months

**Your Answer** One & half to about 3 months

Select The Blank

**Question** _______ is the example of the balanced score card applications in some companies.

**Correct Answer** AT & T

**Your Answer** AT & T

Select The Blank

**Question** A strong _______ can have a lasting effect and provide sustenance to an organisation.

**Correct Answer** Culture

**Your Answer** Vision

Select The Blank

**Question** _______ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.

**Correct Answer** Rapport building

**Your Answer** Rapport building

Match The Following

**Question** Group goals Vs. Organisational goals

**Correct Answer** Course

**Your Answer** Course

**Question** Better decisions about people based on improved information system

**Correct Answer** HRA benefits

**Your Answer** HRA benefits

completed assignment, The first performance appraisal

Select The Blank

**Question** _______ is known not to hold overly one-sided views.

**Correct Answer** Judgement

**Your Answer** Judgement

Select The Blank

**Question** _______ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.

**Correct Answer** Rapport building

**Your Answer** Rapport building
Standard cost method value of human resources for accounting purposes value of human resources for accounting purposes.

It is "endemic to every organisation regardless of size, function or character of wonership."

Organisational politidering HRA model

Multiple Choice Single Answer Question The Main contribution of HRD audit is to focus on Correct Answer Value-adding HRD Your Answer Value-function HRD

Select The Blank Question The _______ provide resources to approved employment schemes in the organised & marginised sectors Correct Answer Employment Generation Fund Your Answer National Renewal Grant Fund

Multiple Choice Single Answer Question Traditionally, human resources has been perceived as, Correct Answer Bureacratic Your Answer Lazziz-faire

Multiple Choice Multiple Answer Question How can the limitations/ misgivings of management participation in employees organisations be overcome? Correct Answer by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings. Correct Answer by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings. Your Answer by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings.

Select The Blank Question Federation & union at all levels are managed on the lines of management of _______ Correct Answer A political body Your Answer A social organisation

Correct Answer Buruecratic
Your Answer Lazziz-faire

Multiple Choice Single Answer Question HR managers to guartenee their viability need to think themselves as - Correct Answer Strategic partners Your Answer Strategic partners

Multiple Choice Multiple Answer Question What are the general characteristics of a Technical - functional competence? Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants. Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants.

Your Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants.

Multiple Choice Multiple Answer Question Name the three performance counselling phase. Correct Answer Rapport building, Exploration, Action Planning

Select The Blank Question In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance & _______.

Correct Answer False
Your Answer False

Multiple Choice Multiple Answer Question Organisations gear most of their management succession activities to the immediate past. Correct Answer False Your Answer Organisational

True/False Question Organizations gear most of their management succession activities to the immediate past. Correct Answer False Your Answer Organisational

Question Which practices are service related and human resources related? Correct Answer Organisational Your Answer Organisational
Correct Answer
Development needs for growth
Your Answer Development needs for growth

True/False Question HRD should be a series of adhoc decisions and practices.
Correct Answer False
Your Answer False

True/False Question Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.
Correct Answer True
Your Answer True

Multiple Choice Single Answer Question In an interview Method of Training
Need identification, what do the Questions asked need to outline?
Correct Answer Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.
Your Answer Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.

Multiple Choice Multiple Answer Question Accounting is a management science group, what are the managers perceived as,
Correct Answer Decision-maker
Your Answer Decision-maker

Multiple Choice Multiple Answer Question In the stage of career development cycle which out of the following approach should be adopted to bridge the gap?
Correct Answer "Swim or Sink approach"
Your Answer Job rotation

"Working on your liabilities" Life long mission
Life long mission
Assignment to some important task force or committee
Offsetting Plateauing effect

Officiating Assignment
Need-opportunity Alignment
Crucial role played by HRD
Success formula

Multiple Choice Multiple Answer Question Name the internal operational measures dealing with how well HR practices are designed and delivered:
Correct Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.
Your Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

Multiple Choice Multiple Answer Question Under HRD, name the factors that act as motivating forces
Correct Answer Job enrichment, Informal organisation, Participative management
Your Answer Job enrichment, Informal organisation, Participative management

True/False Question The reviewer has the prime role of recording major appraisal details.
Correct Answer False
Your Answer False

True/False Question Trade union is a group of two people who come to strengthen their bargaining position.
Correct Answer False
Your Answer True

Multiple Choice Multiple Answer Question Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of
Correct Answer various ministeries
Your Answer various ministeries

manufactures of commerce, cost account & Consumer
Your Answer employess organisations, manufactures of commerce, cost account & Consumer
Multiple Choice Single Answer
**Question** Participation of management' representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -

**Correct Answer** To exchange their contradictory views
Your Answer To exchange their contradictory views

Multiple Choice Single Answer
**Question** What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?

**Correct Answer** Disharmony in individual & organisational goal balance.

**Question** What are aims & objectives of HRA?

**Correct Answer** Increase managinal awareness of human resource, Developing new measure of effective manpower utilization, Enabling a longer time horizon for planning & budgeting.

**Your Answer** Increase managinal awareness of human resource, Developing new measure of effective manpower utilization, Enabling a longer time horizon for planning & budgeting.

Multiple Choice Multiple Answer
**Question** What are the common job responsibilities of an executive?

**Correct Answer** Co-ordinate Training Programme, Keep cost within budget, Publish House Journal

**Your Answer** Co-ordinate Training Programme, Keep cost within budget, Publish House Journal

Multiple Choice Single Answer
**Question** What is it that some of the companies have borrowed from professionally managed Cos' HRD practices

**Correct Answer** HRD practices

**Your Answer** HRD practices

Multiple Choice Multiple Answer
**Question** One of the importance of HRD is

**Correct Answer** Role clarity

**Your Answer** Role clarity

Match The Following

**Question** Correct Answer Your Answer

Need for HRD Audit It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs

**Correct Answer** It does not give evaluation of individuals but focuses on unit and systems. It does not give evaluation of individuals but focuses on unit and systems.

**Your Answer** It does not give evaluation of individuals but focuses on unit and systems.

Definition of HRD Audit It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company

Role of HRD Audit in business improvement It helps in changes in the styles of the top management It helps in changes in the styles of the top management

**Correct Answer** True/False

**Your Answer** True/False
Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty.
Correct Answer False
Your Answer False

True/False Question HRD audit can also be used against the HRD department.
Correct Answer True
Your Answer True

True/False Question Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment.
Correct Answer True
Your Answer True

True/False Question A leader who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer True
Your Answer True

Multiple Choice Single Answer Question Name the persons through which balanced score card Approach was popularised:
Correct Answer Kaplan & Norton
Your Answer Kaplan & Norton

Multiple Choice Multiple Answer Question Name of the various HRD score card approach:
Correct Answer HRD systems maturity score,
Competency score, HRD competencies systems maturity score
Your Answer HRD systems maturity score,
Competency score, HRD competencies systems maturity score

Multiple Choice Single Answer Question The differences in which kind of faiths among the people is hurdle in the HRD.
Correct Answer Religious
Your Answer Religious

Multiple Choice Single Answer Question Conventionally Personnel Managers & Manpower Development Managers took what form of approach for the development of human resource?
Correct Answer Manufacturing approach
Your Answer Manufacturing approach

Select The Blank Question List the measures to overcome the HRD problems in India
Correct Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
Your Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

Question Feedback It should be data-based and not impressionistic. It should be data-based and not impressionistic.
Rapport building In this case there is a climate of acceptance & warmth. In this case there is a climate of acceptance & warmth.
Exploration In this case, the employee should appreciate his strengths & weakness. In this case,
the employee should appreciate his strengths & weakness.
Action Planning In this case, the interview should end with specific plans of action for the development of the employee. In this case, the interview should end with specific plans of action for the development of the employee.

Question What are the objectives of a quality control programme?
Correct Answer Improvement in standard of goods with very little increase in cost of production,
Improvement in minimizing wastages,
Conformance with desired standards.
Your Answer Improvement in standard of goods with very little increase in cost of production,
Improvement in minimizing wastages,
Conformance with desired standards.

Multiple Choice Multiple Answer Question List the measures to overcome the HRD problems in India
Correct Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
Your Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

Select The Blank
**In the Development Grade Method of career planning the selected staff for this grade would remain there only for _______ years.**

**Correct Answer:** two

**Your Answer:** two

**Multiple Choice Single Answer Question**

**Name the situation where a person takes the necessary steps at the right moment of time.**

**Correct Answer:** Action

**Your Answer:** Action

**Multiple Choice Multiple Answer Question**

**Training programmes conducted by dividing the total group of participants into teams who are assigned to complete the task within a time limit are called -**

**Correct Answer:** SSL Technology, Grid Seminars

**Your Answer:** Game Seminars, Grid Seminars

**True/False Question**

**Human resource management is responsible for getting the best people, training and providing mechanism.**

**Correct Answer:** True

**Your Answer:** True

**Multiple Choice Multiple Answer Question**

**What was the total budgetary allocation made towards education as a vehicle for social transformate on by the then Minister of Finance, Yashwant Sinha in the 1998 budge?**

**Correct Answer:** Rs 70,470 million

**Your Answer:** Rs 70,470 million

**True/False Question**

**Implementation level deals with the actual conduct of the appraisal process.**

**Correct Answer:** True

**Your Answer:** True

**Multiple Choice Multiple Answer Question**

**Why do employees adopt proxy system? In order to improve to their social status, their economic status, their psychological status.**

**Correct Answer:** to their social status, their economic status, their psychological status

**Your Answer:** to their social status, their economic status, their psychological well being

**Multiple Choice Multiple Answer Question**

**HRD process variable include -**

**Correct Answer:** Role clarity, Work planning

**Your Answer:** Role clarity, Better communication

**Select The Blank**
Question: Manpower plan need the involvement of top management as well as HR exports.

Correct Answer: Strategic
Your Answer: Long-term

True/False
Question: Eight members is considered to be the norm as to the no. of members constituting a QC-

Correct Answer: True
Your Answer: True

Multiple Choice Multiple Answer
Question: Under "Workshop" feedback is done on which kind of categories?

Correct Answer: Managerial role, Leadership styles, Behavioural qualities
Your Answer: Managerial role, Leadership, Behavioural qualities

Multiple Choice Multiple Answer
Question: Some organisations use __________ & committee management as techniques of training & development for flexitime systems

Correct Answer: Job rotation
Your Answer: Job rotation

Select The Blank
Question: The ________ provide resources to approved employment schemes in the organised & marginalised sectors

Correct Answer: Employment Generation Fund
Your Answer: Employment Generation Fund

Select The Blank
Question: No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people

Correct Answer: 1 year
Your Answer: 1 year

Multiple Choice Multiple Answer
Question: Why do most companies want HRD audit?

Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification
Your Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Multiple Choice Single Answer
Question: Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at Plant level/Shop level essentially invite?

Correct Answer: Representatives from line & personnel department.
Your Answer: Representatives from line & personnel department.

Select The Blank
Question: Expenses incurred by a firm on recruitment, training & development of employees are treated as ________

Correct Answer: Current costs
Your Answer: Current costs

Multiple Choice Single Answer
Question: An evaluation of where one stands on the basis of their job responsibilities, leadership, qualities etc will be a good starting point for marketing plans for success

Correct Answer: True
Your Answer: True

Multiple Choice Single Answer
Question: Why do most companies want HRD audit?

Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification
Your Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Multiple Choice Single Answer
Question: Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at Plant level/Shop level essentially invite?

Correct Answer: Representatives from line & personnel department.
Your Answer: Representatives from line & personnel department.

Select The Blank
Question: Expenses incurred by a firm on recruitment, training & development of employees are treated as ________

Correct Answer: Current costs
Your Answer: Current costs

Multiple Choice Single Answer
Question: An evaluation of where one stands on the basis of their job responsibilities, leadership, qualities etc will be a good starting point for marketing plans for success

Correct Answer: True
Your Answer: True
**Question** What is concerned with developing a pool of candidates in line with the human resources plan?

**Correct Answer** Recruitment

**Your Answer** Recruitment

**Question** Which system emphasis a lot on the need to motivate people?

**Correct Answer** Human Resource Development

**Your Answer** Human Resource Development

**True/False** Monitoring and Follow-up follows the distribution of Questionnaires to all assessors?

**Correct Answer** True

**Your Answer** True

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

- **Multiple Choice Single Answer**
  - **Question** Name the person who lacks the other basic qualities can lead others in the wrong direction.
  - **Correct Answer** Leader
  - **Your Answer** Leader

- **Multiple Choice Multiple Answer**
  - **Question** what are the common objections against the treatment of people as assets in a HRM system?
  - **Correct Answer** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws, there is no assurance of future benefits
  - **Your Answer** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

- **Correct Answer** Realistic employee development, Measurable employee development, Well costed employee development
  - **Your Answer** Realistic employee development, Measurable employee development, Well costed employee development

- **Multiple Choice Multiple Answer**
  - **Question** While planning for a period of five years, the expected loss situation can be evaluated in terms of: Retirement, Transfer, Death
  - **Correct Answer** Retirement, Transfer, Death
  - **Your Answer** Retirement, Transfer, Death

- **Multiple Choice Multiple Answer**
  - **Question** List the measures to overcome the HRD problems in India
  - **Correct Answer** Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
  - **Your Answer** Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

- **True/False** Analysis of secondary data can give a lot of insights into the HRD assets & liabilities of development?
  - **Correct Answer** Explicit subsidies
  - **Your Answer** Explicit subsidies

- **Multiple Choice Single Answer**
  - **Question** Which system emphasis a lot on the need to motivate people?
  - **Correct Answer** Human Resource Development
  - **Your Answer** Human Resource Development

- **Multiple Choice Multiple Answer**
  - **Question** Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:
  - **Correct Answer** Creative imagination, Sense of reality, Effective leadership
  - **Your Answer** Creative imagination, Sense of reality, Effective leadership

- **True/False** Analysis of secondary data can give a lot of insights into the HRD assets & liabilities of
development?
the company

Correct Answer  True
Your Answer  True

Select The Blank
Question  The_______ can be made using a

checklist of Questions
Correct Answer  Observation
Your Answer  Observation

Select The Blank
Question  The job evaluation programme once

installed must be continued on a ________ basis.
Correct Answer  permanent
Your Answer  permanent

Multiple Choice Single Answer
Question  What is one of the major reasons for

a perceived rise in number of moon-lights in the

coming future?
Correct Answer  Change in values & expectations.
Your Answer  A change in standard of living

Multiple Choice Multiple Answer
Question  What are the areas where the auditors

should physically visit the workplace?
Correct Answer  Canteens , Living colony ,
Training rooms
Your Answer  Training rooms , Canteens , Living colony

organisation , Participative management

Correct Answer  Under HRD, name the factors that act

as motivating forces
Correct Answer  Job enrichment , Informal

Multiple Choice Multiple Answer
Question  What are the action steps for effective

Benchmarking?
Correct Answer  Identifying the human resources

related areas to be benchmarked. , Prepare a
report that documents the processes, functions, its
extent & result areas , Understand why such a
study is being conducted
Correct Answer  Identifying the human resources

related areas to be benchmarked. , Prepare a
report that documents the processes, functions, its
extent & result areas , Understand why such a
study is being conducted

Multiple Choice Multiple Answer
Question  Under HRD, name the factors that act

as motivating forces
Correct Answer  Job enrichment , Informal
organisation , Participative management

Correct Answer  Every HRD system developed by an

organisation should be based on the following

elements of HRM. Those are:
Correct Answer  Suitable compensation plan ,
Selection of the right people , Good performance
appraisal system
Correct Answer  Suitable compensation plan ,
Selection of the right people , Good performance
appraisal system

Select The Blank
Question  Business re-engineering often shift the

power base, changing the 'command - and -
control' approach to ________.
Correct Answer  'Mobilised -and -enable'
Your Answer  'Mobilised -and -enable'

Correct Answer  Manual reports , Marked
Handouts , Personal Manual
Your Answer  Manual reports , Marked Handouts
Personal Manual

Select The Blank
Question  At Hewlett Packard, as part of their

BPR programme, the ________ directs resources

from applicants to a centralised employment
response centre.
Correct Answer  EMS
Your Answer  EMS

True/False
Question  Depending on the career path model of

managers, some specialised training inputs are given

at pre-determined times to make him more

handling the new higher assignment
Correct Answer  True
Your Answer  True

Multiple Choice Single Answer
Question  What is the act of taking up part time

job or business or industrial unit simultaneously

with that of the original job?
Correct Answer  Moon-lighting
Your Answer  Moon-lighting
Multiple Choice Single Answer

**Question** Name one of the components systems of HRD:

- **Correct Answer** Career system
- **Your Answer** Career system

Select The Blank

**Question** Most HRD audit are due to failures of

- **Correct Answer** Implementation
- **Your Answer** Implementation

True/False

**Question** It can be enagued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group

- **Correct Answer** True
- **Your Answer** True

Multiple Choice Single Answer

**Question** Why is it felt that federations & unions in India are not functioning on sound lines?

- **Correct Answer** Outside political leadership
- **Your Answer** Outside political leadership

Select The Blank

**Question** Union leaders at different levels & at federations are elected on

- **Correct Answer** democratic principle
- **Your Answer** democratic principle

Multiple Choice Single Answer

**Question** One of the importance of HRD is

- **Correct Answer** Role clarity
- **Your Answer** Role clarity

Multiple Choice Multiple Answer

**Question** What are the prerequisites for the perfect functioning of management participation in trade unions?

- **Correct Answer** The union should be well organised with sounds rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other
- **Your Answer** The union should be well organised with sounds rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other

Select The Blank

**Question** For the period of the lay off up to a maximum of workmen will be paid compensation equal to half their basic pay & D.A.

- **Correct Answer** 45 days
- **Your Answer** 45 days

Match The Following

**Correct Answer** An efficient plant layout & a good benchmark Ford Motors Ford Motors

**Correct Answer** Simple act of comparison & learning for organisational improvement Benchmarking Benchmarking


**Correct Answer** Japanese firms had ling been benchmarking other companies, many of them American Ohirata (1994) Ohirata (1994)

**Correct Answer** According to Lahiry what is the simple act of comparison & learning for organisational improvement?

- **Correct Answer** Benchmarking
- **Your Answer** Benchmarking

**Correct Answer** False

**Question** The job falling under the same grade get different wage scale.
A candidate immediately after completing his school / college education joins an organisation in lower level position. Later he finds it difficult to make both ends meet as his family grows & thus takes up a part time job or business, etc during his off-hours, this part of moon lighting is called:

**Correct Answer**: Quarter Moon Lighting

The differences in which kind of faiths among the people is hurdle in the HRD:

**Correct Answer**: Religious

Majority of the disputes in industries are related to the problem of wages, salaries & benefits:

**Correct Answer**: True

In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -

**Correct Answer**: "Swim or Sink approach"

How would the representative of consumer association be able to make a difference in the consumerism movement:

**Correct Answer**: by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fairs prices

How can management representatives essentially help employees' organisations:

**Correct Answer**: Formulation of plans & providing information

Besides business process re-engineering & benchmarking; then are some other useful tools to bring about continuous improvement in an organisation:

**Correct Answer**: Urgency Motivation, Human Resource Audit, Human Resource Accounting

What are the general characteristics of a Technical - functional competence?
Correct Answer  Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants. Your Answer Primary interest in functional work, Such individuals start a new business, less for making money than for creating product that could be identified as theirs, They would like to remain expert rather than become general managers.

Select The Blank Question In one organisation the joke making rounds was that managers came in vertically and went out _______. 
Correct Answer Horizontally Your Answer Horizontally.

Select The Blank Question No worker employed in any industry _______ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category.
Correct Answer 0.79 Your Answer 0.79.

Select The Blank Question _______ system stresses on discipline and there is simplicity in the form.
Correct Answer Merit rating Your Answer Merit rating.

Multiple Choice Multiple Answer Question Name the first three phases that make up the process of the feedback exercise -
Correct Answer Participants orientation, 
Questionnaire distribution, Monitoring & follow up 
Your Answer Participants orientation, 
Questionnaire distribution, Monitoring & follow up 
True/False Question The HRD programmes fail due to poverty, social injustice. 
Correct Answer True Your Answer True.

Select The Blank Question The idea of utilising human resource as a strategic business partner is still at a level of _______ rather than reality. 
Correct Answer Rhetoric Your Answer Rhetoric.

Select The Blank Question _______ are those who provide competitive advantage to corporations. 
Correct Answer People Your Answer Managers.

Select The Blank Question _______ system stresses on discipline and there is simplicity in the form.
Correct Answer Merit rating Your Answer Merit rating.

Select The Blank Question The HRD programmes fail due to poverty, social injustice. 
Correct Answer True Your Answer True.

Select The Blank Question Where the firm pats the proposed changes into practice is called _______ stage.
Correct Answer Implementation Your Answer Implementation.

Select The Blank Question _______ system stresses on discipline and there is simplicity in the form.
Correct Answer Merit rating Your Answer Merit rating.

Select The Blank Question _______ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category.
Correct Answer 0.79 Your Answer 0.79.

True/False Question Human resource management is responsible for getting the best people, training and providing mechanism. 
Correct Answer True Your Answer True.

Multiple Choice Multiple Answer Question The HRD outcomes can influence the organisation's business goals which may be in terms of -
Correct Answer Higher productivity, Satisfied customers, Satisfied stockholders Your Answer Cost effectiveness, Higher productivity.
Question: On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?

Correct Answer: To set wages
Your Answer: To set wages

Multiple Choice Multiple Answer
Question: Under "Workshop" feedback is done on which kind of categories?

Correct Answer: Managerial role, Leadership styles, Behavioural qualities
Your Answer: Managerial role, Leadership styles, Behavioural qualities

Select The Blank
Question: One of the feature HRD goals are, ________ is a perishable commodity

Correct Answer: Labour
Your Answer: Labour

Multiple Choice Single Answer
Question: Federations may invite the management's representatives to participate in working committee meetings. Who would the unions invite to attend at the department / divisional level invite to attend such meetings?

Correct Answer: Divisional / departmental manager & personnel manager.
Your Answer: Divisional / departmental manager & personnel manager.

Multiple Choice Multiple Answer
Question: Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:

Correct Answer: Suitable compensation plan,
Selection of the right people, Good performance appraisal system
Your Answer: Suitable compensation plan,
Selection of the right people, Good performance appraisal system

Select The Blank
Question: In ________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.

Correct Answer: LARSEN & TUBRO LTD.
Your Answer: LARSEN & TUBRO LTD.

Multiple Choice Single Answer
Question: What was the expenditure of the States on human resource development in 1992-93?

Correct Answer: Rs 1,29,020 million
Your Answer: Rs 1,29,020 million

True/False
Question: After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM concept put it on the map.

Correct Answer: False
Your Answer: True

Match The Following
Correct Answer: Your Answer
Job analysis It is one of the job evaluation process which finds out relevant facts. It is one of the job evaluation process which finds out relevant facts.

Correct Answer: Divisional / departmental manager & personnel manager.

Multiple Choice Single Answer
Question: After which stage many good organisation in India have entered a competitive phase

Correct Answer: Liberalisation
Multiple Choice Multiple Answer

Question Name the various steps considered under Factor comparision system:
Correct Answer Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs
Your Answer Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs

Multiple Choice Multiple Answer

Question Name the appropriate method for forecasting demand which will be best suited to organisation:
Correct Answer Time frame, Resources available
Your Answer Time frame, Resources available

True/False

Question True/False system consists of selection of key jobs.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer

Question Under the phase 3 "Monitoring and Follow Up" the rater also identifies himself in several roles in the Questionnaire like a -
Correct Answer Superior, Subordinate, Colleague
Your Answer Superior, Subordinate, Colleague

Multiple Choice Single Answer

Question On what grounds are training sessions normally criticised?
Correct Answer Trainers conduct the programme on the basis of what they know rather than what the trainees need
Your Answer Trainers conduct the programme on the basis of what they know rather than what the trainees need

True/False

Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer

Question Under the workshop methodology, a series of diagnostic exercises through Question are taken, theses are:
Correct Answer Rs. 2000 crores
Your Answer Rs. 2000 crores

True/False

Question How would you critically evaluate the job rotation in your company? , What are the three good things in your performance appraisal systems? , What are the strengths & weaknesses of your training policies & practice? Your Answer How would you critically evaluate the job rotation in your company? , What are the three good things in your performance appraisal systems? , What are the strengths & weaknesses of your training policies & practice?
Select The Blank

The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which would be contributed from budgetary support
Correct Answer Rs. 2000 crores
Your Answer Rs. 2000 crores

Stability

True/False

Question Workers and trade unions never participate in the management of human resources
Your Answer Globalisation
Question  Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment

Correct Answer  True
Your Answer  True

True/False  Question  A major beneficiary of liberalization and consequently competition not been the consumer

.... But the industr

Correct Answer  False
Your Answer  False

Match The Following  Question  Correct  Answer  Your Answer

Need for HRD Audit  It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs

Limitation of HRD Audit  It does not give evaluation of individuals but focuses on unit and systems. It does not give evaluation of individuals but focuses on unit and systems.

Definition of HRD Audit  It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company. It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company.

Role of HRD Audit in business improvement  It helps in changes in the styles of the top management It helps in changes in the styles of the top management

Multiple Choice Single Answer  Question  What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.

Correct Answer  Job analysis
Your Answer  Job analysis

Multiple Choice Multiple Answer  Question  List the measures to overcome the HRD problems in India

Correct Answer  Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
Your Answer  Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

Multiple Choice Multiple Answer  Question  Name the steps that develop strategic framework for HRD

Correct Answer  Realistic employee development, Measurable employee development, Well costed employee development
Your Answer  Realistic employee development, Measurable employee development, Well costed employee development

Multiple Choice Multiple Answer  Question  According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -

Correct Answer  Employee champions who are able to relate to & meet the needs of employees,

Strategic partners, Change agents
Your Answer  Employee champions who are able to relate to & meet the needs of employees,

Strategic partners, Change agents
In the future, what sort of organisations would provide expert advice and consultancy, and further will also supply human resources for executing their projects?

**Correct Answer:** Employee leasing

Why do employees adopt proxy systems? To improve their social status, their economic status, and their psychological status.

**Correct Answer:**
- To improve their social status,
- To improve their economic status,
- To improve their psychological status

HRD means competence building, commitment building, and ________ building.

**Correct Answer:** culture

What are the component/elements of a flow of decisions in employees organisations?

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

A strategy based on superior service is very powerful as the ________ is high.

**Correct Answer:** value added

Women employees presently restrict/limit their career to selected jobs and organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -

**Correct Answer:** Boundrylessness

Name the various steps considered under Factor comparison system:

- Allocation of correct rate to each key job
- Selection of job characteristics
- Determination of correct rates of key jobs

Multiple Choice Multiple Answer

**Question:** Why do employees adopt proxy systems?

**Correct Answer:**
- To improve their social status,
- To improve their economic status,
- To improve their psychological status

**Correct Answer:**

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:** allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs of correct rate to each key job, Selection of job characteristics

**Correct Answer:** Dual career group

**Correct Answer:** Boundrylessness career group

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

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- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

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- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False

**Correct Answer:**
- Providing the distribution of Questionnaires to all assessors.
- The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer:** False
Question: What is the general principle (as per P.A.S policy of premier) of Assessment Routes?
Correct Answer: 2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st assessor

Your Answer: 1st Assessor-immediate superior, 2nd Assessor, 360 degree approach

Multiple Choice Single Answer Question: In an employees organisation the flow of decisions from the President / Secretary of Branch Union flow to:
Correct Answer: President / Secretary & Craft / Unit level Union
Your Answer: General Secretary

True/False Question: Transfer of technology does not mean merely shifting technology from one place to another
Correct Answer: True
Your Answer: True

Multiple Choice Multiple Answer Question: Name of the various HRD score card:
Correct Answer: HRD systems maturity score, Competency score, HRD competencies systems maturity score
Your Answer: HRD systems maturity score, Competency score, HRD competencies systems

Match The Following Question: Correct Answer
Your Answer

An efficient plant layout & a good benchmark
Ford Motors: BPR
Simple act of comparision & learning for organisational improvement
Benchmarking
Ohirata (1994)
Ford Motors
Japanese firms had ling been benchmarking other companies, many of them American
Ohirata
(1994) Benchmarking

Match The Following Question: Correct Answer
Your Answer

Feature of Performance Appraisal
It is totally different from job evaluation as well as merit rating. It is totally different from job evaluation as well as merit rating. Essentials of a good Appraisal Plan
Relating scales should be constructed adequately and in accordance with the objectives.
Relating scales should be constructed adequately and in accordance with the objectives.
Definition of Performance Appraisal
It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation. It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.

Objectives of Performance Appraisal
Provision of feedback to subordinates to know where they
stand. Provision of feedback to subordinates to know where they stand.

True/False
**Question** Objective of performance appraisal system is to identify the developmental needs of each employee.

**Correct Answer** True
**Your Answer** False

Select The Blank
**Question** The _______ provides funds to meet the compensation & training expenditure of retrenched workers.

**Correct Answer** National Renewal Grant
**Your Answer** Employment Generation Fund

Select The Blank
**Question** While evaluating _______ jobs,

where nature of work is difficult to be expressed in quantifiable numbers.

**Correct Answer** manegerial
**Your Answer** manegerial

Multiple Choice Multiple Answer
**Question** Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:

- Suitable compensation plan
- Selection of the right people
- Good performance appraisal system

**Correct Answer** Suitable compensation plan,
**Your Answer**

Select The Blank
**Question** In no phase of business life is _______ as important as in making decisions.

**Correct Answer** Integrity
**Your Answer** Integrity

Multiple Choice Multiple Answer
**Question** Name the three important components in aligning business strategy with HR practice:

**Correct Answer** Business Strategy, Human Resource Practices, Organisational Capabilities
**Your Answer**

Resource Practices, Organisational Capabilities

Multiple Choice Single Answer
**Question** What is concerned with developing a pool of candidates in line with the human resources plan

**Correct Answer** Recruitment
**Your Answer** Training

Multiple Choice Single Answer
**Question** Traditionally, human resources has been perceived as,

**Correct Answer** Bureacratic
**Your Answer** Benevolent

Multiple Choice Multiple Answer
**Question** The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer** Religious
**Your Answer** Religious

Multiple Choice Single Answer
**Question** Name the person who lacks the other basic qualities can lead others in the wrong direction.

**Correct Answer** Leader
**Your Answer** Leader

Select The Blank
**Question** Business re-engineering often shift
the power base, changing the 'command - and - control’ approach to _______.
Correct Answer ‘Mobilised - and - enable’
Your Answer Proactive - and - innovative

True/False
Question Federation & unions at few levels
are managed on the lines of management of a political body
Correct Answer False
Your Answer False

Select The Blank
Question In one organisation the joke making rounds was that managers came in vertically and went out _______.
Correct Answer Horizontally
Your Answer Horizontally

Multiple Choice Single Answer
Question What does a Supervisory Skill Level Survey entail?
Correct Answer Method of measuring training needs of a Co's supervisors through well designed psychometric tests
Your Answer Method of measuring training needs of a Co's supervisors through well designed psychometric tests

Multiple Choice Multiple Answer
Question Some Questions that every corporation needs to address are as follows:
Correct Answer How well are HR practices linked to business goals , Are good HR practices & systems internally sound consistent & relevant systems & processed being designed , Are the systems internally sound consistent & relevant
Your Answer How well are HR practices linked to business goals , Are good HR practices & HRD
Your Answer False

Multiple Choice Single Answer
Question What is it that some of the companies have borrowed from professionally managed Cos’
Correct Answer HRD practices
Your Answer HRD practices

Multiple Choice Single Answer
Question HRD audit can give significant inputs about existing stage of accountability of employees.
Correct Answer True

True/False
Question If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.
Correct Answer True
Your Answer False

Multiple Choice Single Answer
Question What is the primary objective behind SSL?
Correct Answer To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.
Your Answer False

Multiple Choice Single Answer
Question When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :
Correct Answer Half Moon lighting
Your Answer Half Moon lighting
Your Answer To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.

True/False Question Collecting bargaining is an institutional process for solving problems arising directly out of employee-worker relationships Correct Answer False Your Answer False

Multiple Choice Single Answer Question What is the concept of groups of employees working towards different goals with little knowledge of other functions or understanding of overall goals of the organisation? Correct Answer Compartmentalisation Your Answer Compartmentalisation

Multiple Choice Multiple Answer Question Essentials of effective QC's:
Correct Answer Prompt approval , Regular communication , Unconditional support
Your Answer Prompt approval , Problem collection , Regular communication

Multiple Choice Single Answer Question The birth of the quality control movement in Japan took place in the early -

Correct Answer Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance
Your Answer Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance

Correct Answer 1960's Your Answer 1970's

True/False Question An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers & restructuring organisational relationships.
Correct Answer True Your Answer True

Multiple Choice Multiple Answer According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -
Correct Answer Employee champions who are able to relate to & meet the needs of employees, Strategic partners , Change agents
Your Answer Employee champions who are able to relate to & meet the needs of employees, Strategic partners , Change agents

True/False Question Some employees may not like flexibility in horizontal movement from one job to another
Correct Answer True Your Answer True

Multiple Choice Single Answer Question The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:
Correct Answer Managerial competence
Your Answer Managerial competence

Multiple Choice Multiple Answer Question Correct Answer Long range Beyond 5 years
Your Answer

Match The Following Question Correct Answer Long range Beyond 5 years
Your Answer Beyond 8 years
Business plans  Data from within the organization 1 year to 5 years

Immediate  Within 1 year  Data from within the organization

Intermediate  1 year to 5 years

Beyond 5 years

Multiple Choice Single Answer

Question The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:

Correct Answer Search for security

Your Answer Search for security

Select The Blank

Question The________ can be made using a checklist of Questions

Correct Answer Observation

Your Answer Questionnaire method

Multiple Choice Single Answer

Question What is it that Moonlighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?

Correct Answer Disharmony in individual & organisational goal balance.

Your Answer Disharmony in individual & organisational goal balance.

Multiple Choice Multiple Answer Question Performance counselling refers to the help provided by a manager to his subordinates,

it attempts to help the employee in:-

Correct Answer Supportive atmosphere,

Empathetic atmosphere, Setting goals

Your Answer Supportive atmosphere, Empathetic atmosphere, Setting goals

Multiple Choice Single Answer

Question Why Companies go for HRD Audit?

Correct Answer Promoting Management practices

Your Answer Promoting Management practices

Select The Blank

Question ________ is a difficult exercise,

therefore it should be done with care.

Correct Answer Potential appraisal

Your Answer Performance appraisal

Select The Blank

Question ________ is route to be followed in order to realise vision and overall purpose.

Correct Answer Strategy

Your Answer Strategy

Select The Blank

Question The management of the organisation is committed to develop the competencies of employees on a continuous basis

Correct Answer Top

Your Answer Top

Select The Blank

Question A fee market economy demands a transparent set of laws and ________ something
that the archaic Indian judicial system is ill-equipped to cope with quick disposal of litigation. Your Answer: strong pillars of justice.

True/False Question: The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual's ultimate potential. Correct Answer: True

Question: After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM concept put it on the map. Correct Answer: False

Select The Blank Question: People take ______ supportively and use it for development. Correct Answer: Feedback

Multiple Choice Single Answer Question: Self-Questionnaires is to be filled by whom? Correct Answer: Participant

Your Answer: Participant

Multiple Choice Single Answer Question: Name one of the drawbacks that can take place while designing the form. Correct Answer: The rating scale are ambiguous

Your Answer: The rating scale are ambiguous

Multiple Choice Multiple Answer Question: After the assets and liabilities of each individual is identified, what should be done; some thumb-rules are

Correct Answer: Make out a time bound plan to work on your liabilities, Choose first the liability which is hindering your growth the most, Build your career on your assets

Your Answer: Make out a time bound plan to work on your liabilities, Choose first the liability which is hindering your growth the most, Build your career on your assets

Multiple Choice Multiple Answer Question: Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:

Correct Answer: Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

Your Answer: Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

Multiple Choice Single Answer Question: What includes in Salary Survey?

Correct Answer: Inflation indicators, Salary budget averages, Average salaries

Your Answer: Average Compensation, Inflation indicators, Average salaries

Multiple Choice Single Answer Question: In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -

Correct Answer: "Swim or Sink approach"

Your Answer: Job rotation

Multiple Choice Single Answer Question: Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.

Correct Answer: Employment security

Your Answer: Performance appraisal

True/False Question: In the orientation phase, all participants are to submit a list of appraisers by
whom they would like to be assessed.

Correct Answer: True
Your Answer: False

Match The Following

Question: Correct Answer
Your Answer

To divert manufacturing activities from urban to rural areas, one of the roles of the consumer council is one of the roles of the consumer council.

The mechanism of price fixation is a much neglected sphere of the market requisites for consumersim.

These are not the days of individualism & unorganisation unionsim, unionsim.

Knowledge of the subject hand work & a sincere approach requisites for consumersim a much neglected sphere of the market.

Multiple Choice Multiple Answer

Question: According to Gurucharan Das, what should Indian companies focus in the light of the liberalization & globalization?

Correct Answer: Be able to capitalize on global trade, Not ignore quality Product development.
Your Answer: Be able to capitalize on global trade, Not ignore quality Product development.

Multiple Choice Multiple Answer

Question: Why would management participation in trade union be open to opposition by a few?

Correct Answer: The trade union leader may feel their influence decelerated among trade union members, member may feel their privacy being violated, member may view their movement weakened with the influence of management.
Your Answer: The trade union leader may feel their influence decelerated among trade union members, member may feel their privacy being violated, member may view their movement weakened with the influence of management.

Multiple Choice Multiple Answer

Question: What are the common job responsibilities of an executive?

Correct Answer: Co-ordinate Training Programme, Keep cost within budget, Publish House Journal, Co-ordinate Training Programme, Keep cost within budget, Administrative Skills.
Your Answer: Co-ordinate Training Programme, Keep cost within budget, Administrative Skills.

Multiple Choice Multiple Answer

Question: What are the action steps for effective Benchmarking?

Correct Answer: Identifying the human resources related areas to be benchmarked, Prepare a report that documents the processes, functions, its extent & result areas, Understand why such a study is being conducted, Identify the human resources related areas to be benchmarked, To evolve into administrative experts who are able to create

Your Answer: Identifying the human resources related areas to be benchmarked, Prepare a report that documents the processes, functions, its extent & result areas, Understand why such a study is being conducted, Identify the human resources related areas to be benchmarked, To evolve into administrative experts who are able to create

Select The Blank

Question: Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company.

Correct Answer: Secondary
Your Answer: Primary

Multiple Choice Single Answer

Question: Which management is committed adequately to competency building through multi-rater feedback?

Correct Answer: Top
Your Answer: Lower

Multiple Choice Multiple Answer

Question: What are the common job responsibilities of an executive?

Correct Answer: Co-ordinate Training Programme, Keep cost within budget, Publish House Journal, Administrative Skills.
Your Answer: Co-ordinate Training Programme, Keep cost within budget, Administrative Skills.

Multiple Choice Multiple Answer

Question: While planning for surplus, the following are the options:

Correct Answer: Reduce work hours, Redesign the jobs, Reassign the jobs
Your Answer: Reduce work hours, Increase work hours, Reassign the jobs

Multiple Choice Multiple Answer

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Correct Answer: Co-ordinate Training Programme, Keep cost within budget, Administrative Skills.
Your Answer: Co-ordinate Training Programme, Keep cost within budget, Administrative Skills.

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Your Answer: Identifying the human resources related areas to be benchmarked, Prepare a report that documents the processes, functions, its extent & result areas, Understand why such a study is being conducted, Identify the human resources related areas to be benchmarked, To evolve into administrative experts who are able to create

Select The Blank

Question: Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company.
efficient HR process & business process, Prepare a report that documents the processes, functions, its extent & result areas

True/False
Question Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer True
Your Answer True

Select The Blank
Question Some organisations use ________ & committee management as techniques of training & development for flexitime systems
Correct Answer Job rotation
Your Answer Job rotation

Multiple Choice Multiple Answer
Question The traditional methods of performance appraisal lay emphasis on the ratings of individual's personality traits such as -
Correct Answer Initiative , Drive , Creativity

True/False
Question When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.
Correct Answer True
Your Answer True

Select The Blank
Question One of the feature HRD goals are, _________ is a perishable commodity
Correct Answer Labour
Your Answer Labour

LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Multiple Choice Multiple Answer
Question What are the basic features of TQM approach?
Correct Answer Business philosophy based on customer satisfaction. , Aims at charging the system.

Multiple Choice Single Answer
Question What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee.
Correct Answer Job specification
Your Answer Job analysis

Match The Following
Question Correct Answer
Major sources of recruitment in private sector.
Employee recommendations and advertisement.
Employee recommendations and advertisement.

Multiple Choice Single Answer
Question What can give significant inputs about existing state of accountability of employees.
Correct Answer HRD audit
Your Answer TQM Interventions

True/False
Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
Correct Answer True
Your Answer True

True/False
Question National Machinery manufacturers ltd. Vacancy is filled in by promoting the employees seniority,
merits. Internal Advertising is restored for all vacancies.

Major sources of recruitment in public sector.
Scheduled tribes and scheduled castes & employee recommendations. Scheduled tribes and scheduled castes & employee recommendations.

Multiple Choice Single Answer
Question What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee.
Correct Answer Job specification
Your Answer Job analysis

Match The Following
Question Correct Answer
Major sources of recruitment in private sector.
Employee recommendations and advertisement.
Employee recommendations and advertisement.

Multiple Choice Single Answer
Question What can give significant inputs about existing state of accountability of employees.
Correct Answer HRD audit
Your Answer TQM Interventions

True/False
Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
Correct Answer True
Your Answer True

True/False
Question: Long range planning are beyond eight years

Correct Answer: False
Your Answer: True

True/False Question: The benefit of job evaluation is that it lays down the foundation for a rational wage structure

Correct Answer: True
Your Answer: True

Select The Blank Question: 360-Degree Feedback enhances the quality of ________ decisions.

Correct Answer: HR
Your Answer: HRD

Multiple Choice Multiple Answer Question: 360-Degree Appraisal is to get a broad assessment of an individual from different sources, following factors need to be watched at this stage -

Correct Answer: Individual learning, Organisational learning, Improved Individual behaviour
Your Answer: Individual learning, Organisational learning, Improved Individual behaviour

Multiple Choice Multiple Answer Question: Name some of the strategic role of HR:

Correct Answer: Successful HR department
Your Answer: Successful HR department

Select The Blank Question: The major issue to be resolved while framing ________ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.

Correct Answer: Recruitment
Your Answer: Recruitment

Select The Blank Question: Companies can offer the option only to employees who are above ________ years of age

Correct Answer: 40
Your Answer: 40

True/False Question: Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning

Correct Answer: False
Your Answer: True

Match The Following

Feedback It should be data-based and not impressionistic
Rapport building In this case there is a climate of acceptance & warmth
Exploration In this case, the employee should appreciate his strengths & weakness. These help
in gathering more information and in stimulating thinking.

Action Planning In this case, the interview should end with specific plans of action for the development of the employee. In this case, the interview should end with specific plans of action for the development of the employee.

Multiple Choice Single Answer
**Question** Why is it that today, more so than the past, employees take to Moon Lighting activities?

**Correct Answer** Decreasing purchasing power

Your Answer Change in profiles

Multiple Choice Single Answer
**Question** Every employee also has a succession plan to him, which is also known as -

**Correct Answer** Shadow planning

Your Answer Career planning

Multiple Choice Multiple Answer
**Question** What are the areas where the auditors should physically visit the workplace?

**Correct Answer** Canteens, Living colony,

Training rooms Your Answer Cities, Canteens, Living colony

Multiple Choice Multiple Answer
**Question** The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?

**Correct Answer** Deming, Shewhart, Juran

Your Answer Ishikawa, Deming, Shewhart

Select The Blank
**Question** The job evaluation programme once installed must be continued on a _______ basis.

**Correct Answer** permanent

Your Answer periodical

Multiple Choice Single Answer
**Question** One of the importance of HRD is

**Correct Answer** Role clarity

Your Answer Training clarity

Multiple Choice Single Answer
**Question** Name the process which is continuous and stops only when the organisation ceases to exist?

**Correct Answer** Hiring

Your Answer Forecasting

Multiple Choice Multiple Answer
**Question** Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita's Systems of benchmarking?

**Correct Answer** Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

Your Answer Just in Time (JIT), Point of Sale (POS) system, Work Force Solutions (WFS) system

Select The Blank
**Question** A strong _______ can have a lasting effect and provide sustenance to an organisation.

**Correct Answer** Culture

Your Answer Culture

Select The Blank
Generally, training need identification forms a part of ________.

Correct Answer: Management Appraisal

Select The Blank

Question: ________ is the example of the balanced score card applications in some companies.

Correct Answer: AT & T

Multiple Choice Multiple Answer

Question: Name the various HRD outcomes variables:

Correct Answer: Better organisational health, Better developed roles, Better utilisation of human resources

Multiple Choice Single Answer

Question: What forms the last phase of the 360-degree feedback exercise?

Correct Answer: Individual counselling

True/False

Question: HRD audit can also be used against the HRD department.

Correct Answer: True

Multiple Choice Multiple Answer

Question: According to Shroff (1995) the government needs to focus on three areas which are likely to input the effective implementation of the economic policy, they are

Correct Answer: Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication & political management of these measures

Multiple Choice Single Answer

Question: Accounting is a management science group, what are the managers perceived as,

Correct Answer: Decision-maker

True/False

Question: The reviewer has the prime role of recording major appraisal details.

Correct Answer: False

Multiple Choice Single Answer

Question: How can management representatives essentially help employees’ organisations?
Correct Answer Formulation of plans & providing information

Your Answer By taking on the role of facilitators

True/False Question Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management

Correct Answer True
Your Answer True

Multiple Choice Multiple Answer Question There are companies where the HR department lists out the raters by choosing randomly from the participant’s list of work related employees. Each rater receives an envelop having the following :-

Correct Answer Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator

Multiple Choice Single Answer Question In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?

Correct Answer As strategic business partner
Your Answer As a supportive role

Multiple Choice Single Answer Question Which practices are service related and human resources related?

Correct Answer Organisational
Your Answer Organisational

Select The Blank Question Under training and development plan, the form is to be prepared in ________ form.

Correct Answer Duplicate

Your Answer Structured

Multiple Choice Multiple Answer Question A key HR role in the firm will be multidisciplinary consulting around -

Correct Answer Individual, Team, Business unit

Your Answer Individual, Team, Business unit

LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Multiple Choice Multiple Answer Question What are the needs for Quality Audit?

Correct Answer It provides a benchmark as to the performance of the quality system.
Your Answer It constitutes a permanent record of the progress in achieving the goals of quality. It facilitates and encourages supplier quality certifications systems.

Multiple Choice Single Answer Question What is the role of the organisation in career planning?

Correct Answer Paraphrasing
Your Answer Paraphrasing

Select The Blank Question The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees

Correct Answer Career Progression
Your Answer Career Progression

Multiple Choice Single Answer Question In an employees organisation the flow of decisions from the Working Committee flows to -

Correct Answer President / Secretary of Branch Union

Multiple Choice Multiple Answer Question Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:

Correct Answer Skill, Efforts, Accountability
Your Answer Skill, Efforts

Multiple Choice Single Answer Question Name the Questions which enable the superior to verify that he has correctly heard.

Correct Answer Paraphrasing
Your Answer Paraphrasing

Select The Blank Question The role of the organisation in career planning is to introduce & strengthen systems to

Correct Answer Career Progression
Your Answer Career Progression

Multiple Choice Single Answer Question In an employees organisation the flow of decisions from the Working Committee flows to -

Correct Answer President / Secretary of Branch Union
Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity
Your Answer Role clarity

True/False
Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
Correct Answer True
Your Answer False

Multiple Choice Single Answer
Question T. Thomas said, "I became chairman of this company in 1973 at the age of 45". Name the company.
Correct Answer Hindustan Level
Your Answer Hindustan Level

Multiple Choice Multiple Answer
Question Performance counselling should not give a chance in discussion like -
Correct Answer Increments , Salaries , Rewards
Your Answer Increments , Salaries , Rewards

Multiple Choice Single Answer
Question What are the causes for unsound functioning of Indian Trade unions?
Correct Answer Multiple unions , Category wise
Your Answer Multiple unions , Category wise

Multiple Choice Single Answer
Question What is concerned with developing a pool of candidates in line with the human resources
Correct Answer Human Resource Development
Your Answer Human Resource Planning

Multiple Choice Single Answer
Question Such a first attempt was made by the Congreese Government, but who was the main person behind such a revolution in policies?
Correct Answer Narasimha Rao
Your Answer P. Chidarambaram

Select The Blank
Question _______ is route to be followed in order to realise vision and overall purpose.
Correct Answer Strategy
Your Answer Strategy

True/False
Question Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning.
Correct Answer False
Your Answer False

True/False
Question The main focus of attention today is the employee.
Correct Answer False
Your Answer True

Multiple Choice Single Answer
Question Name the technique used by the point system and factor comparison system to list the job.
Correct Answer Quantitative
Your Answer Quantitative

Multiple Choice Single Answer
Question Your Answer President / Secretary of Branch

Union

True/False
Question Under point method, common factors to all the jobs are identified.
Correct Answer True
Your Answer False

Multiple Choice Single Answer
Question A candidate immediately after completing his school / college education joins an organisation in lower level position. Later he finds it difficult to make both ends meet as his family grows & thus takes up a part time job or business, etc during his off-hours, this part of moon lighting is called:
Correct Answer Quarter Moon Lighting
Your Answer Quarter Moon Lighting

Select The Blank
Question _______ means every employee is an active participant in goal attainment.
Correct Answer Employee involvement
Your Answer Employee involvement
Correct Answer  Recruitment
Your Answer  Development

High Choice  Multiple Answer
Question  A Managerial Walkabouts presents the
students with some basic challenges, such as -
Correct Answer  Logical Enquiry, Service,

Adventure
Your Answer Logical Enquiry, Service,

Adventure

Correct Answer  Development needs for growth
Your Answer  Development needs for growth

Multiple Choice  Multiple Answer
Question  What are the common job
responsibilities of an executive?
Correct Answer  Co-ordinate Training

Programme, Keep cost within budget, Publish
House Journal
Your Answer  Co-ordinate Training Programme,

Keep cost within budget, Publish House Journal

True/False
Question  Eight members is considered to be the
norm as to the no. of members constituting a QC-
Correct Answer  True

Your Answer  True

Select The Blank
Question  For closure, every worker is to be
compensated with ________ average pay for every
year of service completed
Correct Answer  15 days
Your Answer  15 days

Select The Blank
Question  In the interview method of
training-need identification interviews must clearly
distinguish between immediate training needs to
improve present performance & ________

Correct Answer  hierarchy
Your Answer  hierarchy

Multiple Choice  Single Answer
Question  Who found that customer perceptions &
attitudes were affected by what employees
experienced?
Correct Answer  Schneider
Your Answer  Schneider

True/False
Question  Career planning is essentially the
process of aligning the career needs of the employee
with the organisational career opportunities
Correct Answer  True
Your Answer  True

Multiple Choice  Multiple Answer
Question  Within the establishment stage of the
career development cycle, what are very important
occasions for a young employee?
Correct Answer  The first promotion,

Successfully completed assignment, The first
performance appraisal
completed assignment, The first performance appraisal

Select The Blank
Question 360-Degree Feedback enhances the quality of ________ decisions.
Correct Answer HR
Your Answer HR

Select The Blank
Question Business re-engineering often shift the power base, changing the 'command - and - control' approach to ________.
Correct Answer 'Mobilised -and -enable'
Your Answer 'Mobilised -and -enable'

Select The Blank
Question For closure government permission is required at least ________ days before the intended closure.
Correct Answer 90
Your Answer 90

Multiple Choice Multiple Answer
Question There are companies where the HR department lists out the raters by choosing randomly from the participant's list of work related employees. Each rater receives an envelop having the following:-
Correct Answer Letter from the administrator,
Letter from the participant soliciting feedback, Self addressed envelope from the administrator
Your Answer Letter from the participant soliciting feedback, Self addressed envelope from the administrator,

True/False
Question Proper implementation and support of all management levels are not very crucial for the success of HRD audit.
Correct Answer False
Your Answer False

True/False
Question The process of 360 Degree appraisal is broken into two stages - planning, implementation.
Correct Answer False
Your Answer False

True/False
Question An evaluation of where one stands on the basis of their job responsibilities, leadership, qualities etc will be a good starting point for marketing plans for success.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question What are the main issues stressed out throughout the workshop?
Correct Answer Openness to feedback,
Developmental attitude
Your Answer Openness to feedback,
Developmental attitude

Multiple Choice Single Answer
Question Why is it that trade union leaders, particularly those connected with political parties may strongly oppose management participation in Trade Union? Because they are of the views that -
Correct Answer Their influence is decelerated among the members.
Your Answer Their influence is decelerated among the members.

True/False
Question Trade union is a group of two people who come to strengthen their bargaining position.
Correct Answer False

Multiple Choice Multiple Answer
Question Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in.
Correct Answer Supportive atmosphere,
Empathetic atmosphere, Setting goals
Your Answer Supportive atmosphere,
Empathetic atmosphere, Setting goals

Select The Blank
Question In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years.
Correct Answer two
Your Answer two

LIST OF ATTEMPTED QUESTIONS AND ANSWERS

True/False
Question Trade union is a group of two people who come to strengthen their bargaining position.
Correct Answer False
Multiple Choice Single Answer

**Question** What is the concept of groups of employees working towards different goals with little knowledge of other functions or understanding of overall goals of the organisation?

**Correct Answer** Compartmentalisation

Your Answer Intra-preneurship

Select The Blank

**Question** Most HRD audit are due to failures of _______.

**Correct Answer** Implementation

Your Answer Implementation

Select The Blank

**Question** Which system emphasis a lot on the need to motivate people?

**Correct Answer** Human Resource Development

Your Answer Human Resource Development

True/False

**Question** The human resource department should move out from routine transactional activities and let IT take care of their activities.

**Correct Answer** True

Your Answer False

Multiple Choice Single Answer

**Question** Whose development plays an integral part in a Company today.

**Correct Answer** Employee

Your Answer Manager

Select The Blank

**Question** While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.

**Correct Answer** managerial

Your Answer managerial

Select The Blank

**Question** A major reason for resistance to re-engineering is a challenge to the existing ________.

**Correct Answer** hierarchy

Your Answer processes

Multiple Choice Multiple Answer

**Question** What are the prerequisites for the perfect functioning of management participation in trade unions?

**Correct Answer** The union should be well organised with sounds rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other.

Your Answer The number of unions should be limited between fire & six, The union should be well organised with sounds rules, both parties should have implicit faith in information supplied by the other.

True/False

**Question** The modern HR function has HRD at its core.

**Correct Answer** True

Your Answer True

Match The Following

**Question** It is one of the job evaluation process which finds out relevant facts. It is one of the job evaluation process which finds out relevant facts.

**Correct Answer** Point system and factor comparison

Your Answer Non-quantitative job evaluation category. Simple ranking and grading are palced under such category. Point system and factor comparison methods are placed under such category.

Quantitative job evaluation

Point system and factor comparison methods are placed under such category. Simple ranking and grading are palced under such category.

The beneficiaries to business firms by job evaluation

It enables Cos. to get data in local wage surveys to establish job classification. It enables Cos. to get data in local wage surveys to establish job
<table>
<thead>
<tr>
<th>Question</th>
<th>Name the process in the development of managerial personnel.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Performance planning</td>
</tr>
<tr>
<td>Performance appraisal, Coaching</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Performance planning</td>
</tr>
<tr>
<td>Performance appraisal, Coaching</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer Question</td>
<td>Name the basic appraisal qualities:</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Action, Judgement</td>
</tr>
<tr>
<td>Alertness</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Action, Judgement, Alertness</td>
</tr>
<tr>
<td>Multiple Choice Single Answer Question</td>
<td>The &quot;Zero defects&quot; concept defined</td>
</tr>
<tr>
<td>TQM as -</td>
<td>Performance appraisal, Coaching</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>The system to be used is prevention.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>The system to be used is prevention.</td>
</tr>
<tr>
<td>True/False Question</td>
<td>Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Multiple Choice Single Answer Question</td>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Multiple Choice Single Answer Question</td>
<td>The belief that a human resource, when put through different management development programmes, is converted into a good management resource is supported by which common approach?</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Manufacturing approach</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Agricultural approach</td>
</tr>
<tr>
<td>Multiple Choice Single Answer Question</td>
<td>Under ______ method jobs are arranged from highest to lowest, in order of their value to the organisation.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>ranking</td>
</tr>
<tr>
<td>Your Answer</td>
<td>ranking</td>
</tr>
<tr>
<td>Select The Blank Question</td>
<td>The major issue to be resolved while framing _______ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Multiple Choice Single Answer Question</td>
<td>A programme that allows flexible entering &amp; learning (the organisation) times for the employees is known as -</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Flexitime</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Flexitime</td>
</tr>
<tr>
<td>Select The Blank Question</td>
<td>A strong _______ can have a lasting effect and provide sustenance to an organisation.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Culture</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Culture</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer Question</td>
<td>The final step in manpower planning is to ensure that the supply will match the demand in future.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>True/False Question</td>
<td>After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM concept put it on the map.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Select The Blank Question</td>
<td>In Indian since the liberalisation process in 19991, FDI flows have developed each year.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Training</td>
</tr>
</tbody>
</table>
Multiple Choice Multiple Answer
Question Job performance refers to :-
Correct Answer The actual achievements
compared with the objectives of the job.
Your Answer Successful completion of an assigned
task contributing to the organisation goals.
The actual achievements compared with the objectives of
the job.

Select The Blank
Question Union leaders at different levels &
at federations are elected on ______
Correct Answer democratic principle
Your Answer democratic principle

Multiple Choice Single Answer
Question What was the key essential objective
of the changed economic policy at the global level
Correct Answer to integrate the Indian
economy with the world economy,
Your Answer to integrate the Indian economy
with the world economy,

True/False
Question The degree to which an individual
possess the innate quality of breath of mind is the
most direct indication of the individual's ultimate
potential.
Correct Answer True
Your Answer True

True/False
Question Eight members is considered to be
the norm as to the no. of members constituting a
QC-
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question Name the first three phases that
make up the process of the feedback exercise -
Correct Answer Participants orientation , Questionnaire distribution , Monitoring & follow up

Multiple Choice Multiple Answer
Question What are the limitations of HRD
Audits?
Correct Answer Becoming more of a
political game than a genuine effort for improvement.
Failures of implementations, Becoming more of a social game
than a genuine effort for improvement

Match The Following
Question Correct Answer Need for HRD Audit It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs.
Your Answer Future HRD needs of the company after assessing the current HRD activities & inputs.

Need for HRD Audit It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs.

Limitation of HRD Audit It does not give evaluation of individuals but focuses on unit and systems.
Your Answer Becoming more of a political game than a genuine effort for improvement, Failures of implementations, Does not give evaluation of individuals but focuses on unit and systems.

Definition of HRD Audit It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company.
Your Answer It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company.

Role of HRD Audit in business improvement It helps in changes in the styles of the top
management. It helps in changes in the styles of the top management.

Multiple Choice Single Answer
Question: The Finance Minister also expressed the government's intention to eventually raise total resource allocation for education to how much percent of the GDP in a phased manner?
Correct Answer: 0.05
Your Answer: 0.06

Multiple Choice Multiple Answer
Question: Name the Integrative framework that identifies three paths through which HR practices can contribute to business performance:
Correct Answer: By building organisational capabilities, By improving employees satisfaction,
By shaping customers and shareholders satisfaction,
Correct Answer: Exporatory stage

Select The Blank
Question: Ulrich (1994) says: The idea of utilising human resource as a strategic business partner is still at a level of _______ rather than reality.
Correct Answer: Rhetoric

Multiple Choice Single Answer
Question: Every employee also has a succession plan to him, which is also known as -
Correct Answer: Shadow planning

Multiple Choice Multiple Answer
Question: Experience has shown HRD audit has tremendous impact on business in areas like:
Correct Answer: strategic Planning, role clarity, Streamlining practices

Multiple Choice Single Answer
Question: In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?
Correct Answer: Exporatory stage

Multiple Choice Single Answer
Question: Such a first attempt was made by the Congress Government, but who was the main person behind such a revolution in policies?
Correct Answer: Narasinha Rao

True/False
Question: Long range planning are beyond eight years
Correct Answer: False

Select The Blank
Question: Feedback enhances the quality of ______ decisions.
Correct Answer: HR

Multiple Choice Multiple Answer
Question: Experience has shown HRD audit has a tremendous impact on business in areas like:
Correct Answer: strategic Planning, role clarity, Streamlining practices

Multiple Choice Single Answer
Question: Experience has shown HRD audit has a tremendous impact on business in areas like:
Correct Answer: strategic Planning, role clarity, Streamlining practices

Select The Blank
Question: 360-Degree Feedback enhances the quality of ______ decisions.
Correct Answer: HR
evaluation of the current HRD strategies, structures, etc.

Correct Answer: True
Your Answer: True

Multiple Choice Single Answer

Question: The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer: Religious
Your Answer: Social

True/False

Question: Career planning is essentially the process of aligning the career needs of the employee with the organisational career opportunities
Correct Answer: True
Your Answer: True

Select The Blank

Question: Some organisations use _______ & committee management as techniques of training & development for flexitime systems
Correct Answer: Job rotation
Your Answer: Job enrichment

Multiple Choice Single Answer

Question: During the pre-reform period what was the industrial growth during the 1950-60 period
Correct Answer: Rotational
Your Answer: Rotational

Multiple Choice Multiple Answer

Question: Through the BPR Programme an experience a sense of ownership in a company only if the organisation believes in:
Correct Answer: Caring (honest & open communication & mutual support), Sharing (with teams having a common objectives), Daring (encouraging entrepreneurial adaptation capabilities)
Your Answer: Caring (honest & open communication & mutual support), Sharing (with teams having a common objectives), Daring (encouraging entrepreneurial adaptation capabilities)

Match The Following

Question: 360 - Degree Appraisal is to get a broad assessment of an individual from different sources, following factors need to be watched at this stage -
Correct Answer: Individual learning, Organisational learning, Improved Individual behaviour
Your Answer: Limitation of manpower planning,
Inaccuracy,
Deaths, dismissals

Manpower planning method. Long range estimates of vacancies. Long range estimates of vacancies.
Step involved in manpower planning Selecting adequate source of recruitment. Long, short and medium forecasts.
Name the three types of forecast Economic, employee market, co's sales expansion forecasts. Economic, employee market, co's sales expansion forecasts.

Multiple Choice Multiple Answer

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Match The Following

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Correct Answer: Inaccuracy.
Your Answer: Limitation of manpower planning,
Inaccuracy,
Deaths, dismissals

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Deaths, dismissals

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Step involved in manpower planning Selecting adequate source of recruitment. Long, short and medium forecasts.
Name the three types of forecast Economic, employee market, co's sales expansion forecasts. Economic, employee market, co's sales expansion forecasts.
Your Answer Individual learning , Improved

Individual behaviour , Improved
Action planning

Multiple Choice Multiple Answer
Question Ranking system measures each job

in comparison with other jobs in terms of the

relative importance of the following factors:
Correct Answer Supervision & leadership ,

Co-operation & association outside the line of

authority , Probability & consequences of errors
Your Answer Supervision & leadership ,

Leadership & management , Co-operation &

association outside the line of authority

Question What are the major advantages of a

Generic Benchmarking Technique?
Correct Answer It is readily transferable ,

New practices, earlier implemented in an entire

industry can be brought in, giving an organisation

an edge over its rivals. , Proven systems can be

implemented with minimal modification
Your Answer It is readily transferable , New

practices, earlier implemented in an entire industry

can be brought in, giving an organisation an edge

over its rivals. , Proven systems can be implemented

with minimal modification

Multiple Choice Multiple Answer
Question What are the objectives of a quality

control programme?
Correct Answer Improvement in standard of

goods with very little increase in cost of production

, Improvement in minimizing wastages. ,

Conformance with desired standards.
Your Answer An effective inspection & control

system , Conformance with desired standards ,

Improvement in minimizing wastages.

Select The Blank
Question _______ is known not to hold

overly one-sided views.
Correct Answer Judgement

Your Answer Judgement

Multiple Choice Multiple Answer
Question Participation of management' representatives in the trade unions

meetings particularly at the time of industrial dispute help

alleviate poverty , Govt. to take steps to accelerate

economic development , People to practice religious
tolerance
Your Answer Govt. to take steps to alleviate

poverty , Govt. to take steps to accelerate economic
development , People to practice religious tolerance

True/False
Question An urgency motivation can be

explained by a situation where dynamic profitable

organisations foresee a crisis and initiate a radical

transformation by breaking status barriers &

restructuring organisational relationships.
Correct Answer True

Your Answer False

Multiple Choice Single Answer
Question List the measures to overcome the

HRD problems in India
Correct Answer Govt. to take steps to

both the parties -
Correct Answer: To exchange their contradictory views.
Your Answer: To thrash out the problem.

Multiple Choice Single Answer
Question: Why Companies go for HRD Audit?
Correct Answer: Promoting Professionalism.
Your Answer: Promoting Professionalism.

Multiple Choice Multiple Answer
Question: If employee federations & unions are mismanaged they-
Correct Answer: Disrupt the smooth functioning & growth of organisations. Affect industrial peace, affect effective management of personnel.
Your Answer: Disrupt the smooth functioning & growth of organisations, Manipulate company policies, affect industrial peace.

Multiple Choice Multiple Answer
Question: Under HRD, name the factors that act as motivating forces.
Correct Answer: Job enrichment, Informal organisation, Participative management.
Your Answer: Employee enrichment, Job enrichment, Informal organisation.

Select The Blank
Question: ________ means providing the employee with necessary tools & authority to overcome obstacles to achieving goals.
Correct Answer: Employee empowerment.
Your Answer: Employee empowerment.

Select The Blank
Question: A________ having openness, trust, authenticity as its bedrock is highly suitable for 360-degree appraisal.
Correct Answer: Culture.
Your Answer: Atmosphere.

Multiple Choice Multiple Answer
Question: What are the action steps for effective Benchmarking?
Correct Answer: Identifying the human resources related areas to be benchmarked.
Your Answer: To evolve into administrative experts who are able to create efficient HR process & business process, Prepare a report that documents the processes, functions, its extent & result areas.

Multiple Choice Multiple Answer
Question: Name the three aspects of manpower planning:
Correct Answer: Who should plan?, Planning for whom, Timing for plan.
Your Answer: Who should we plan?, Planning for whom, Timing for plan.

Multiple Choice Single Answer
Question: Counselling involves a one to one
Correct Answer: True.
Your Answer: True.
discussion between the participant and administrator.

**Correct Answer** True

Your Answer True

True/False

**Question** Off-line quality control consists of

to the production system.

**Correct Answer** True

Your Answer True

True/False

**Question** Majority of the disputes in industries are related to the problem of wages,

salaries & benefits

**Correct Answer** True

Your Answer True

Multiple Choice Single Answer

**Question** What is an inherent problem with organisations running their own educational institutes?

**Correct Answer** Funding from U.G.C. and State Govt.

Your Answer Lack of expertise outside the industry

True/False

**Question** At Intel the Work Force Solution Company (WFS) was framed & given monopoly over business process.

**Correct Answer** False

Your Answer True

Select The Blank

**Question** HRD department is also included as an ________ of HRD.

**Correct Answer** Instruments

Your Answer Collaboration

**Match The Following**

**Question** Name the steps that develop strategic framework for HRD

**Correct Answer** Realistic employee development , Measurable employee development ,

**Your Answer** Realistic employee development , Measurable employee development , Well costed employee development ,

Intermediate 1 year to 5 years 1 year to 5 years

Select The Blank

**Question** People take ________ supportively and use it for development.

**Correct Answer** Feedback

Your Answer Feedback

Multiple Choice Single Answer

**Question** What is it that some of the companies have borrowed from professionally managed Cos’

**Correct Answer** HRD practices

Your Answer HRD audit

**Select The Blank**

**Question** Business re-engineering often shift the power base, changing the 'command - and - control' approach to ________.

**Correct Answer** 'Mobilised - and - enable'

Your Answer Proactive - and - innovative

True/False

**Question** HRD should be a series of adhoc
decisions and practices.

Correct Answer False
Your Answer True

True/False
Question Flexitime works better when the employees have self-determination
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question The components of a compensation system includes:
Correct Answer Job Description, Job Analysis, Job Evaluation
Your Answer Job Description, Job Analysis, Job Learning

Select The Blank
Question A dynamic and everchanging environment calls for a shift in approach from ______ human resource management to a proactive and innovative one.
Correct Answer reactive
Your Answer reactive

Multiple Choice Multiple Answer
Question How would the representative of the consumer association be able to make a difference in the consumerism movement?
Correct Answer by participating in
collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fairs prices
Your Answer by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fairs prices

Multiple Choice Single Answer
Question Under phase 5, what is it that is conducted for two days or more depending on the number of participants?
Correct Answer Workshop
Your Answer Workshop

Select The Blank
Question The problem and challenges of continuous improvement can be effectively tackled by taking advantage of ______.
Correct Answer Synergy of teams
Your Answer Quality circle

True/False
Question A major beneficiary of liberalization and consequently competition not been the consumer… But the industry
Correct Answer False
Your Answer False

True/False
Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty
Correct Answer False
Your Answer False

Select The Blank
Question ______ should reinforce positive behaviour.
Correct Answer Feedback
Your Answer Feedback

Multiple Choice Single Answer
Question Conventionally Personnel Managers &
Manpower Development Managers took what form of approach for the development of human resource?

Correct Answer: Manufacturing approach

Your Answer: Agricultural approach

Multiple Choice Single Answer

Question: At a US based industrial design firm there is no position as a head or chief, instead, importance is given to hiring the right people for the rights. This policy emulates which concept?

Correct Answer: Self actualization at the work place.

Your Answer: Self actualization at the work place.

True/False

Question: An employee sponsor, the HR manager plays an integral role in organisational success.

Correct Answer: True

Your Answer: True

Multiple Choice Multiple Answer

Question: Name some of the strategic role of HR:

Correct Answer: Successful HR department will focus on organisational performance, HR's value will be to have the right people ready at right time. The focus of the HR function will be human capital development & organisational productivity.

Your Answer: Successful HR department will focus on organisational performance, HR's value will be to have the right people ready at right time. The focus of the HR function will be human capital development & organisational productivity.

True/False

Question: The process of 360 Degree appraisal is broken into two stages - planning, implementation.

Correct Answer: False

Your Answer: False

Multiple Choice Single Answer

Question: Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty:

Correct Answer: Providing wrong information about management

Your Answer: Industrial relations about management

Match The Following

Question: Essentials of a good Appraisal Plan Relating scales should be constructed adequately and in accordance with the objectives. Provision of feedback to subordinates to know where they stand. It is totally different from job evaluation as well as merit rating.

Definition of Performance Appraisal

It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.

Objectives of Performance Appraisal

Provision of feedback to subordinates to know where they stand. It is totally different from job evaluation as well as merit rating.

Feature of Performance Appraisal

It is totally different from job evaluation as well as merit rating. Relating scales should be constructed adequately and in accordance with the objectives.

Multiple Choice Single Answer

Question: On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?

Correct Answer: To set wages

Your Answer: To set programmes
Select The Blank
Question       On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.
Correct Answer   method
Your Answer     method

Select The Blank
Question       A free market economy demands a transparent set of laws and________somethething that the archaic Indian judicial system is ill-equipped to cope with
Correct Answer   quick disposal of litigation
Your Answer     quick disposal of litigation

Multiple Choice Single Answer
Question       Why is it found that federations & Unions constitute an important & crucial wing of an organisation?
Correct Answer   If mismanaged they affect industrial peace
Your Answer     They have a strong bearing on the culture of the organisation

Multiple Choice Multiple Answer
Question       What are the cases for unsound functioning of Indian Trade unions?
Correct Answer   Multiple unions , Category wise unions , Intra & inter union rivalry
Your Answer     Multiple unions , Intra & inter union rivalry

Select The Blank
Question       ________ is a perishable commodity
Correct Answer   Labour
Your Answer     Labour

Multiple Choice Single Answer
Question       The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:
Correct Answer   Managerial competence
Your Answer     Managerial competence

Select The Blank
Question       One of the feature HRD goals are,
Correct Answer   Employment Generation
Fund
Your Answer     National Renewal Grant Fund

Select The Blank
Question       ________ is route to be followed in order to realise vision and overall purpose.
Correct Answer   Strategy
Your Answer     Objective

To divert manufacturing activities from urban to rural areas one of the roles of the consumer council is a much neglected sphere of the market. The mechanism of price fixation is a much neglected sphere of the market. Requisites for consumersim These are not the days of individualism & unorganisation unionsim

Knowledge of the subject, hard work & a sincere approach requisites for consumersonism. One of the roles of the advisory committee

True/False
Question       The HRD programmes fail due to poverty, social injustice.
Correct Answer   True
Your Answer     True

Multiple Choice Multiple Answer
Question       Name the factors which come under "Work Planning" that is component systems of HRD:

Select The Blank
Question       The ________ of ________ is route to be followed in order to realise vision and overall purpose.
Correct Answer   Strategy
Your Answer     Objective

Select The Blank
Question       The ________ of ________ is route to be followed in order to realise vision and overall purpose.
Correct Answer   Strategy
Your Answer     Objective
Correct Answer  Performance appraisal,
Role analysis , Contextual analysis
Your Answer  Performance appraisal , Role
analysis , Contextual analysis

Select The Blank

Question  _______ manpower plan need the
involvement of top management as well as HR
exports.
Correct Answer  Strategic
Your Answer  Strategic

Multiple Choice Single Answer

Question  Federations may invite the
management's representatives to participate in
working committee meetings. Who would the unions
at Plant level / Shop level essentially invite?
Correct  Answer  Representatives from line &
personnel department.
Your Answer  Divisional / departmental manager
& line representatives.

Select The Blank

Question  In the interview method of
training-need identification interviews must clearly
distinguish between immediate training needs to
improve present performance & ________.
Correct  Answer  Development needs for
growth
Your Answer Training needs to improve future
performance.

Multiple Choice Multiple Answer

Question  Essentials of effective QC's -
Correct  Answer  Prompt approval , Regular
communication , Unconditional support.
Your Answer Prompt approval , Regular
communication , Unconditional support

Multiple Choice Single Answer

Question  Why was workers participation in
management initiated?
Correct  Answer  to satisfy workers
psychological needs , to develop a source of
belongingness , to establish industrial peace
Your Answer to satisfy workers psychological
needs , to develop a source of belongingness

Multiple Choice Single Answer

Question  When was the first attempt made to
move a change in policies regarding business,
licenses & permits operating in India
Correct  Answer  Mid 80's
Your Answer  Early 90's

Multiple Choice Multiple Answer

Question  Participation of Mgmt in federations
& unions at all levels helps to -
Correct  Answer  Strength the trade union
movement , maintain Industrial harmony , Develop
sound human relations

Multiple Choice Single Answer

Question  Name the type of Questions
Correct  Answer  Testing
Your Answer  Close-ended

True/False

Question  If the assessee is transferred after Feb. the immediate superior will complete the
appraisal as at 31st Aug.
Correct  Answer  False
Your Answer  True

Select The Blank

Question  At Hewlett Packard, as part of
their BPR programme, the _______ directs
resources from applicants to a centralised
employment response centre.
Correct  Answer  EMS
Your Answer  EMS
Select The Blank
**Question** ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.

**Correct Answer** Rapport building

Your Answer Rapport building

True/False

**Question** Some employees may not like flexibility in horizontal movement from one job to another.

**Correct Answer** True

Your Answer True

True/False

**Question** Establishment of trade unions by workers in small industries is not common.

**Correct Answer** False

Your Answer True

Multiple Choice Multiple Answer

**Question** what are the common objections against the treatment of people as assets in a HRM system

**Correct Answer** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

Your Answer There is no assurance of future benefits, it does not recognise the human side, human side to mgmt side to side to mgt of human resources, people are not owned by the organisation

Select The Blank

**Question** Where the firm puts the proposed changes into practice is called ________ stage.

**Correct Answer** Implementation

Your Answer Implementation

Multiple Choice Multiple Answer

**Question** Name the different types of compensations.

**Correct Answer** Commissions, Overtime pay, Stock options

Your Answer Commissions, Overtime pay, Stock options, Gratuity

Select The Blank

**Question** ________ leads to conflict between various departments in a functional organisation

**Correct Answer** The lack of appreciation

Your Answer Development of own interests

Multiple Choice Multiple Answer

**Question** Name the process which is continuous and stops only when the organisation ceases to exist

**Correct Answer** Hiring

Your Answer Forecasting

LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Multiple Choice Multiple Answer

**Question** The components of a compensation system includes:

**Correct Answer** Job Evaluation, Job Description, Job Analysis

Your Answer Manual reports, Personal Manual

True/False

**Question** The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).

**Correct Answer** True

Your Answer True

Select The Blank

**Question** A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficult in a few years, India
needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns.

Correct Answer: Non-merit

Your Answer: Non-merit

Select The Blank

Question: The factors coming under Discipline & Attendance are Time keeping and ________.

Correct Answer: Obedience

Your Answer: Obedience

Multiple Choice Single Answer

Question: What is the general principle (as per P.A.S policy of premier) of Assessment Routes?

Correct Answer: 2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st assessor.

Your Answer: 1st Assessor-immediate superior, 2nd Assessor HR manager

True/False

Question: It can be enaged that globalization has reduced poverty in India and China, home to

Your Answer: True

Select The Blank

Question: ________ are those who provide competitive advantage to corporations.

Correct Answer: People

Your Answer: Managers

Multiple Choice Multiple Answer

Question: What are the factors that warrant the attention for successful implementation?

Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Your Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

True/False

Question: The functioning of federations and unions has its impact on human resources management of varios industries & organisation.

Correct Answer: True

Your Answer: True

Multiple Choice Single Answer

Question: Why do most companies want HRD audit?

Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Your Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Question: ________ means providing the employee with necessary tools & authority to overcome obstacles to achieving goals.

Correct Answer: Employee empowerment

Your Answer: Employee empowerment

Multiple Choice Single Answer

Question: What is the primary objective behind SSL?

Correct Answer: To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.

Your Answer: To objectively measure training needs

Multiple Choice Single Answer

Question: Who is the person who should always remain away from Doppelganger effect.

Correct Answer: Chief Executive

Your Answer: Chief Executive

Multiple Choice Single Answer

Question: What is one of the major reasons for a perceived rise in number of moon-lights in the coming future?

Correct Answer: Change in values & expectations.

Your Answer: A change in standard of living

Multiple Choice Multiple Answer

Question: Why do most companies want HRD audit?

Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Your Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Select The Blank

Question: ________ are those who provide competitive advantage to corporations.

Correct Answer: People

Your Answer: Managers

Multiple Choice Single Answer

Question: The role of which manager must parallel the needs of his changing organisation.

Correct Answer: HR

Your Answer: HR
<table>
<thead>
<tr>
<th>Question</th>
<th>What is the long form of CII?</th>
<th>Correct Answer</th>
<th>Confederation of Indian Industry</th>
</tr>
</thead>
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<tr>
<th>Question</th>
<th>Name one of the components / elements of the flow of decisions in the Management quadrant:</th>
<th>Correct Answer</th>
<th>Sound Industrial relations</th>
</tr>
</thead>
</table>

| Question | It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback. | Correct Answer | False |

<table>
<thead>
<tr>
<th>Question</th>
<th>Most HRD audit are due to failures of ________</th>
<th>Correct Answer</th>
<th>Implementation</th>
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</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>For closure, if there is no response (from government) within ________ permission is deemed to have been granted</th>
<th>Correct Answer</th>
<th>60</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Question</th>
<th>Name the two factors which lead people to work:</th>
<th>Correct Answer</th>
<th>Economic, Motivation</th>
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<table>
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<tr>
<th>Question</th>
<th>HRD ________ is in methodology of evaluating various elements of HRD</th>
<th>Correct Answer</th>
<th>Audit</th>
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<tr>
<th>Question</th>
<th>The liberalization swept through the nation bringing in a new era which compelled Indian business to value up from shumber &amp; reassess its assumption. The characteristics were that of a complete or perish situation</th>
<th>Correct Answer</th>
<th>Merit rating</th>
</tr>
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<tr>
<th>Question</th>
<th>The individual with a deep speed insight will not go quickly to the least of a problem.</th>
<th>Correct Answer</th>
<th>False</th>
</tr>
</thead>
</table>

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<th>Question</th>
<th>An employee who is categorised as Dead wood is one who has absolutely no potential for growth &amp; should be included in a rationalization programme.</th>
<th>Correct Answer</th>
<th>False</th>
</tr>
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<tr>
<th>Question</th>
<th>Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?</th>
<th>Correct Answer</th>
<th>The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country doesn't come in the way of career progression</th>
</tr>
</thead>
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<th>Correct Answer</th>
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<tr>
<th>Question</th>
<th>Audit</th>
<th>Correct Answer</th>
<th>Audit</th>
</tr>
</thead>
</table>
Multiple Choice Single Answer

**Question** The first HRD department in the Indian corporate sector was started in which year?

- **Correct Answer** 1975
- **Your Answer** 1975

Multiple Choice Multiple Answer

**Question** What are the common objections against the treatment of people as assets in a HRM system?

- **Correct Answer** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws
- **Your Answer** There is no assurance of future benefits, it does not recognise the human side, people are not owned by the organisation

Select The Blank

**Question** Employer has to pay _______ of the basic wages to the employees during the lay off period.

- **Correct Answer** 0.5
- **Your Answer** 0.5

Multiple Choice Multiple Answer

**Question** Name the three important components in aligning business strategy with HR practice:

- **Correct Answer** Business Strategy, Human Resource Practices, Organisational Capabilities

True/False

**Question** Employees feel frustrated due to low specialisation in the work.

- **Correct Answer** True
- **Your Answer** True

Multiple Choice Single Answer

**Question** Under the pre-Interview preparation it is useful to note the key points.

- **Correct Answer** Paper
- **Your Answer** Paper

Select The Blank

**Question** The link between sense of reality and _______ is important for proper understanding of the definition of sense of reality.

- **Correct Answer** imagination
- **Your Answer** vision

Multiple Choice Multiple Answer

**Question** Five main phases make up the process of the feedback exercise, name the PHASE.

- **Correct Answer** Data feeding
- **Your Answer** Data feeding

Match The Following

**Question** What is it that Union leader usually do to gain the confidence of its member?

- **Correct Answer** Win something in grievance procedure
- **Your Answer** Challenge management

Multiple Choice Single Answer

**Question** What are the major advantages of a Generic Benchmarking Technique?

- **Correct Answer** It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification
- **Your Answer** It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification

Multiple Choice Single Answer

**Question** What is one of the roles of the advisory committee?

- **Correct Answer** To divert manufacturing activities from urban to
- **Your Answer** To divert manufacturing activities from urban to
rural areas one of the roles of the consumer
council a much neglected sphere of the market
The mechanism of price fixation a much neglected sphere of the market one of the roles of the consumer council
These are not the days of individualism & unorganisation unionsim unionsim

True/False Question Objective of performance appraisal system is to identify the developmental needs of each employee.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer Question What were the unmet deliverables of the economic refructing or what were its put falls?
Correct Answer unmet social objectives,

True/False Question The process of 360 Degree appraisal is broken into two stages - planning, implementation.
Correct Answer False
Your Answer False

True/False Question Organisations should pay for the value of the job but not for the value of the person.
Correct Answer False
Your Answer True

Multiple Choice Multiple Answer Question Experience has shown HRD audit has tremendous impact on business in areas like:
Correct Answer strategic Planning, role clarity, Streamlining practices

Multiple Choice Multiple Answer Question Succession planning is done in three time frames, those are-
Correct Answer Immediate, Intermediate, Long range

List of attempted questions and answers

True/False Question The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer True
Your Answer True

Multiple Choice Single Answer Question Which kind of literature identifies a number of systems & subsystems?
Correct Answer HRD
Your Answer HRD

Select The Blank Question A fee market economy demands a transparent set of laws and ______ somethething that the archaic Indian judicial system is ill-equipped to cope with
Correct Answer quick disposal of litigation
Your Answer a set of social security legislation

Multiple Choice Multiple Answer
Question Essentials of effective QC's:
Correct Answer Prompt approval , Regular communication , Unconditional support
Your Answer Prompt approval , Regular communication , Unconditional support

Multiple Choice Multiple Answer
Question It is said that versality will be the key factor in determining employee value with the following factors:
Correct Answer Technology , Leadership , Motivation
Your Answer Technology , Leadership , Motivation

Multiple Choice Multiple Answer
Question It is said that versality will be the key factor in determining employee value with the following factors:
Correct Answer Technology , Leadership , Motivation
Your Answer Technology , Leadership , Motivation

Multiple Choice Multiple Answer
Question Under Voluntary retirement scheme
income tax benefits for employees who have accepted the scheme are however , valid only for payouts of upto ________
Correct Answer Rs. 5 lakh
Your Answer Rs. 5 lakh

Multiple Choice Multiple Answer
Question Some Questions that every corporation needs to address are as follows:-
Correct Answer How well are HR practices linked to business goals , Are good HR practices & HRD systems & processed being designed , Are the systems internally sound consistent & relevant
Your Answer How well are HR practices linked to business goals , Are good HR practices & HRD systems & processed being designed , Are the systems internally sound consistent & relevant

True/False Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer True

Select The Blank
Question Under Voluntary retirement scheme
income tax benefits for employees who have accepted the scheme are however , valid only for payouts of upto ________
Correct Answer Rs. 5 lakh
Your Answer Rs. 5 lakh

Multiple Choice Multiple Answer
Question What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?
Correct Answer Flexi work
Your Answer Flexitime

True/False Question Through consumers participation in management, consumer will lose their rights through served technique
Correct Answer False
Your Answer False

True/False Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer True

Select The Blank
Question In a re-engineering programme,
when a process changes so does the ________ of the concerned employee.
Correct Answer job profile
Your Answer job profile

Multiple Choice Single Answer
Question Under the pre-Interview preparation it is useful to note the key points
Correct Answer Paper
Your Answer Paper

Multiple Choice Single Answer
**Question:** Which system emphasis a lot on the need to motivate people?

**Correct Answer:** Human Resource Development

**Select The Blank**

**Question:** The whole process of conducting a 360-Degree Feedback process in any organisation could last about ________.

**Correct Answer:** One & half to about 3 months

**Select The Blank**

**Question:** ________ is the example of the balanced score card applications in some companies.

**Correct Answer:** AT & T

**Select The Blank**

**Question:** A strong ________ can have a lasting effect and provide sustenance to an organisation.

**Correct Answer:** Culture

**Multiple Choice Multiple Answer**

**Question:** Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer:** The first promotion , Successfully completed assignment , The first performance appraisal

**Successfully completed assignment , The first performance appraisal**

**Select The Blank**

**Question:** ________ is known not to hold overly one-sided views.

**Correct Answer:** Judgement

**Select The Blank**

**Question:** ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.

**Correct Answer:** Rapport building

**Select The Blank**

**Question:** The Main contribution of HRD audit is to focus on

**Correct Answer:** Value-function HRD

**Select The Blank**

**Question:** The ________ provide resources to approved employment schemes in the organised & marginised sectors.

**Correct Answer:** Employment Generation Fund

**Multiple Choice Single Answer**

**Question:** Traditionally, human resources has been perceived as,

**Correct Answer:** Bureacratic

**Multiple Choice Multiple Answer**

**Question:** How can the limitations/ misgivings of management participation in employees organisations be overcome ?

**Correct Answer:** by gaining the confidence of union leaders from the initial stages , managements should educate the members about the
concept & value in strengthening union functioning,

minimising misunderstandings

Your Answer by gaining the confidence of union

leaders from the initial stages, management should

educate the members about the concept & value in

strengthening union functioning, minimising

misunderstandings

Select The Blank Question Federation & union at all levels are

managed on the lines of management of

Correct Answer A political body

Your Answer A social organisation

Multiple Choice Single Answer Question HR managers to guarantee their viability need to think themselves as -

Correct Answer Strategic partners

Your Answer Strategic partners

Multiple Choice Multiple Answer Question Which practices are service related and human resources related?

Correct Answer Organisational

Your Answer Organisational

True/False Question Organizations gear most of their management succession activities to the immediate past.

Correct Answer False

Your Answer False

Multiple Choice Multiple Answer Question Name the three counselling phase.

Correct Answer Rapport building,

Explanation, Action Planning

Your Answer Rapport building,

Explanation, Action Planning

Action Planning

Select The Blank Question In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &

Correct Answer Development needs for growth

Your Answer Development needs for growth

True/False Question Increased acceptance of feedback appraisal system is that as large no. of managers

work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.

Correct Answer True

Your Answer True

Multiple Choice Single Answer Question In the stage of career development cycle which out of the following approach should be adopted to bridge the gap?

Alternatives for the training should include a -

Correct Answer “Swim or Sink approach”

Your Answer Job rotation

Multiple Choice Multiple Answer Question In an interview Method of Training Need identification, what do the Questions asked need to outline?

Correct Answer Inputs expected from the
Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.

Your Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.

Multiple Choice Single Answer

Question: Accounting is a management science group, what are the managers perceived as?

Correct Answer: Decision-maker

Your Answer: Decision-maker

Match The Following

Question: Correct Answer

Your Answer: Decision-maker

Continued self development A leadership quality

"Working on your liabilities" Life long mission

Life long mission

Assignment to some important task force or

committee Offsetting Plateauing effect

Officiating Assignment

Need-opportunity Alignment Crucial role played by HRD Success formula

Multiple Choice Multiple Answer

Question: Name the internal operational measures dealing with how well HR practices are designed and delivered: Correct Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

Your Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

True/False Question: The reviewer has the prime role of recording major appraisal details.

Correct Answer: False

Your Answer: False

True/False Question: Trade union is a group of two people who come to strengthen their bargaining position.

Correct Answer: False

Your Answer: True

Multiple Choice Multiple Answer

Question: Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of various ministries, manufactures of commerce, cost account & Consumer.

Correct Answer: various ministries, manufactures of commerce, cost account & Consumer

Your Answer: employess organisations, manufactures of commerce, cost account & Consumer

Multiple Choice Single Answer

Question: Participation of management' representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties - Correct Answer: To exchange their contradictory views

Your Answer: To exchange their contradictory views

Multiple Choice Single Answer

Question: What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely? Correct Answer: Disharmony in individual & organisational goal balance.

Your Answer: Disharmony in individual & organisational goal balance.
True/False  
**Question** Organisations should pay for the value of the job but not for the value of the person.  
**Correct Answer** False  
**Your Answer** False

Multiple Choice Single Answer  
**Question** While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?  
**Correct Answer** It's own approach to problem solving technique  
**Your Answer** To act as a liaison between the problem & union

Multiple Choice Single Answer  
**Question** One of the importance of HRD is  
**Correct Answer** Role clarity  
**Your Answer** Role clarity

Multiple Choice Single Answer  
**Question** Counselling involves a one to one discussion between the participant and administrator.  
**Correct Answer** True  
**Your Answer** True

Multiple Choice Multiple Answer  
**Question** Why was workers participation in management initiated?  
**Correct Answer** to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace  
**Your Answer** to satisfy workers psychological needs, to battle the mounting problems of worker, to establish industrial peace

Multiple Choice Single Answer  
**Question** Whose study provides that one can create appropriate HRD climate only through good practices.  
**Correct Answer** Abraham  
**Your Answer** Abraham

Multiple Choice Single Answer  
**Question** The ________ programme once installed must be continued on a ________ basis.  
**Correct Answer** permanent  
**Your Answer** permanent

Multiple Choice Multiple Answer  
**Question** If the assessee is transferred after Feb, the immediate superior will complete the appraisal as at 31st Aug.  
**Correct Answer** False  
**Your Answer** False

Multiple Choice Multiple Answer  
**Question** While planning for surplus, the following are the options:  
**Correct Answer** Reduce work hours, Redesign the jobs, Reassign the jobs  
**Your Answer** Reduce work hours, Redesign the jobs, Reassign the jobs

True/False  
**Question** Representatives of the consumers association besides the representatives of employees & employers have to participate in the meeting of collective bargaining.  
**Correct Answer** True  
**Your Answer** True

Multiple Choice Single Answer  
**Question** What is the act of taking up part time job or business or industrial unit
simultaneously with that of the original job?

**Correct Answer** Moon-lighting

**Your Answer** Moon-lighting

Multiple Choice Single Answer

**Question** Which system emphasis a lot on the need to motivate people?

**Correct Answer** Human Resource Development

**Your Answer** Human Resource Development

Multiple Choice Single Answer

**Question** According to Lahiry what is the simple act of comparison & learning for organisational improvement?

**Correct Answer** Benchmarking

**Your Answer** Benchmarking

Multiple Choice Single Answer

**Question** When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.

**Correct Answer** True

**Your Answer** True

Select The Blank

**Question** ______ assignment can also be recommended for career development.

**Correct Answer** Rotational

**Your Answer** Rotational

Multiple Choice Multiple Answer

**Question** According to shroff (1995) the government needs to foucs on three areas which are likely to inpu the effective implementation of the economic policy, they are

**Correct Answer** Inadequate institutional reform , the speed and sequence of reform measures , Inadequacies in the communication & political management of there measures

**Your Answer** Inadequate institutional reform , the speed and sequence of reform measures , Inadequacies in the communication & political management of there measures

Multiple Choice Single Answer

**Question** What is concerned with developing a pool of candidates in line with the human resources plan?

**Correct Answer** Recruitment

**Your Answer** Recruitment

**True/False** An employee who is categorised as Dead wood is one who has absolutely no potential for growth & should be included in a rationalization programme.

**Correct Answer** False

**Your Answer** True

Multiple Choice Multiple Answer

**Question** List the measures to overcome the HRD problems in India

**Correct Answer** Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance

**Your Answer** Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance

Select The Blank

**Question** ______ is route to be followed in order to realise vision and overall purpose.

**Correct Answer** Strategy

**Your Answer** Strategy

Multiple Choice Single Answer

**Question** Why is it that today, more so than
the past, employees take to Moon Lighting activities
Correct Answer Decreasing purchasing
power
Your Answer Change in expectations

Select The Blank
Question In indian since the liberalisation process in 19991, FDI flows have developed each year & exports are up by more than __________
Correct Answer 0.5
Your Answer 0.5

Multiple Choice Multiple Answer Question How would the representative of consumer association be able to make a difference in the consumerism movement
Correct Answer by participating in collective bargaining , to demands good supply of quality goods at fairs prices

& holdings of rallies bandhs & morchas

against in fairs consumer practices , to demands
good supply of quality goods at fairs prices

Multiple Choice Multiple Answer Question Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
Correct Answer Skill , Efforts , Accountability

Your Answer Skill , Efforts

True/False Question Trade union is a group of two people who come to strengthen their bargaining position.
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer Question Name the process of 360 degree appraisal which can be broken into three stages or levels -
Correct Answer Planning , Implementation , Result

Your Answer Planning , Implementation , Result

Multiple Choice Single Answer Question Name the method where common factors to all the jobs are identified.
Correct Answer Point
Your Answer Point

Multiple Choice Single Answer Question Name the system which is simple, less expensive & less time consuming.
Correct Answer Ranking
Your Answer Grading

Multiple Choice Single Answer Question Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at Plant level / Shop level essentially invite?
Correct Answer Representatives from line & personnel department.
Your Answer Representatives from line & personnel department.

Multiple Choice Single Answer Question Which kind of literature identifies a number of systems & subsystems?
Correct Answer HRD
Your Answer HR

Select The Blank Question ________ means every employee is an active participant in goal attainment.
Correct Answer Employee involvement
Your Answer Employee empowerment

Multiple Choice Single Answer Question The budget of Feb 1997 presented by Finance minister Mr. P. Chidambaram showed a spirit of optimism & growth. What were its components
Correct Answer significantly reduced taxes , nationalized excise rates , encouragement for investment in infrastructure
Your Answer significantly reduced taxes , nationalized excise rates , encouragement for investment in infrastructure
Multiple Choice Multiple Answer
**Question** Mention the objective of the potential appraisal.

**Correct Answer** To assess an individual in terms of the highest level of work, To assist the organisation in discharging its responsibility of selecting managers.

Your Answer To assess an individual in terms of the highest level of work, To assist the organisation in discharging its responsibility of selecting managers.

Multiple Choice Single Answer
**Question** The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer** Religious

Your Answer Religious

Multiple Choice Multiple Answer
**Question** Highly successful benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita's Systems of benchmarking?

**Correct Answer** Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

Your Answer Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

Multiple Choice Single Answer
**Question** Why is it found that federations & Unions constitute an important & crucial wing of an organisation?

**Correct Answer** If mismanaged they affect industrial peace

Your Answer If mismanaged they affect industrial peace

Multiple Choice Multiple Answer
**Question** Name the steps that develop strategic framework for HRD

**Correct Answer** Realistic employee development, Measurable employee development, Well costed employee development

Your Answer Realistic employee development, Measurable employee development, Well costed employee development

Match The Following

**Question** Correct Answer

Match the following:

| Limitation of manpower planning | Inaccuracy |
| Inaccuracy | Long range estimates of vacancies |
| Step involved in manpower planning | Selecting adequate source of recruitment |
| Employer has to pay _______ of the basic wages to the employees during the lay off period | 0.5 |

**Correct Answer** 0.5

Your Answer 0.5

Select The Blank

**Question** Section _______ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.

**Correct Answer** 25-G

Your Answer 25-G

Select The Blank

**Question** Employer has to pay _______ of the basic wages to the employees during the lay off period

**Correct Answer** 0.5

Your Answer 0.5

Multiple Choice Multiple Answer
**Question** Name the steps that develop strategic framework for HRD

**Correct Answer** Realistic employee development, Measurable employee development, Well costed employee development

Your Answer Realistic employee development, Measurable employee development, Well costed employee development

Multiple Choice Single Answer
**Question** What is it that can be defined as a written record of the duties, responsibilities and conditions of job.

**Correct Answer** Job discription

Your Answer Job discription

Select The Blank

**Question** Employer has to pay _______ of the basic wages to the employees during the lay off period
Multiple Choice Multiple Answer Question What were the key components of the New Economic Policy?  
Correct Answer Market friendly state , Liberalisation , Privatization  
Your Answer Liberalisation , Privatization , Market friendly state

Select The Blank Question Large recruitment problematic and vice-versa.  
Correct Answer Less  
Your Answer More

Select The Blank Question The process of analysing jobs from which job descriptions are developed are called  
Correct Answer Job Analysis  
Your Answer Job Analysis

Select The Blank Question Analysis of data can give a lot of insights into the HRD assets and liabilities of the company  
Correct Answer Secondary  
Your Answer Quantitative

Select The Blank Question What is it that good HR practices can build?  
Correct Answer Competencies  
Your Answer Competencies

Select The Blank Question The major issue to be resolved while framing _______ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.  
Correct Answer Recruitment  
Your Answer Recruitment

Select The Blank Question Most HRD audit are due to failures of _______.  
Correct Answer Implementation  
Your Answer Implementation

True/False Question Successful HR departments will focus on motivational performance .  
Correct Answer False  
Your Answer True

True/False Question Under the balanced score card approach the expectation of three shareholders  
Correct Answer True  
Your Answer True

Select The Blank Question Generally, training need identification forms a part of _______.  
Correct Answer Management Appraisal System  
Your Answer Management Development Committee.

Multiple Choice Multiple Answer Question Performance counselling should not give a chance in discussion like -  
Correct Answer Increments , Salaries , Rewards  
Your Answer Increments , Salaries , Rewards

Multiple Choice Single Answer Question Five main phases make up the process of the feedback exercise, name the PHASE:  
Correct Answer Data feeding Reports & Analysis  
Your Answer Data feeding Reports & Analysis

Multiple Choice Single Answer Question _______ manpower plan need the involvement of top management as well as HR exports.  
Correct Answer Strategic  
Your Answer Long-term

Select The Blank Question Large recruitment problematic and vice-versa.  
Correct Answer Less  
Your Answer More

Select The Blank Question The process of analysing jobs from which job descriptions are developed are called  
Correct Answer Job Analysis  
Your Answer Job Analysis

Select The Blank Question Analysis of data can give a lot of insights into the HRD assets and liabilities of the company  
Correct Answer Secondary  
Your Answer Quantitative

Select The Blank Question What is it that good HR practices can build?  
Correct Answer Competencies  
Your Answer Competencies
**Question**  In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?  
**Correct Answer**  Exporatory stage  
Your Answer  Exporatory stage

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Name the recruitment process which is said to be a costly affair</th>
<th>Correct Answer</th>
<th>External</th>
<th>Your Answer  External</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>As per the Human Developent balance sheet, 1997, 45 million children were out of promary school in 1995</th>
<th>Correct Answer</th>
<th>True</th>
<th>Your Answer  True</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Eight members is considered to be the norm as to the no. of members constituting a QC-</th>
<th>Correct Answer</th>
<th>True</th>
<th>Your Answer  True</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -</th>
<th>Correct Answer</th>
<th>&quot;Swim or Sink approach&quot;</th>
<th>Your Answer  &quot;Swim or Sink approach&quot;</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Name the recruitment process</th>
<th>Correct Answer</th>
<th>National Renewal Fund</th>
<th>Your Answer  National Renewal Fund</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Proper implementation and support of all management levels are not very crucial for the success of HRD audit</th>
<th>Correct Answer</th>
<th>False</th>
<th>Your Answer  False</th>
</tr>
</thead>
</table>

**Select The Blank**  In __________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.  
**Correct Answer**  LARSEN & TUBRO LTD.  
Your Answer  LARSEN & TUBRO LTD.

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Federations may invite the management's representatives to participate in working committee meetings. Who would the unions invite to attend such meetings?</th>
<th>Correct Answer</th>
<th>Divisional / departmental manager &amp; personnel manager.</th>
<th>Your Answer  Representatives from line &amp; personnel departments.</th>
</tr>
</thead>
</table>
Select The Blank
Question: People take ________ supportively and use it for development.
Correct Answer: Feedback
Your Answer: Feedback

Multiple Choice Multiple Answer
Question: Performance counselling refers to the help provided by a manager to his subordinates,
it attempts to help the employee in.-
Correct Answer: Supportive atmosphere, Empathetic atmosphere, Setting goals
Your Answer: Supportive atmosphere, Empathetic atmosphere, Setting goals

True/False
Question: The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer: True
Your Answer: True

Multiple Choice Single Answer
Question: Name the technique used by the point system and factor comparison system to list the job.
Correct Answer: Quantitative
Your Answer: Quantitative

Multiple Choice Multiple Answer
Question: Under the 'Point rating system'
name the important steps mentioned:
Correct Answer: Construction of the yardsticks, Wage survey, Designing wage structure.
Your Answer: Construction of the yardsticks, Wage survey, Designing wage structure.

Match The Following
Question: Correct Answer: Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated technical and professional competence. Ability to
Your Answer: Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated technical and professional competence. Ability to

Ability to analyse relevant facts, evaluate various alternatives. Ability to analyse relevant facts, evaluate various alternatives.

Communicating defined in the appraisal form
Ability to consider clarity and precision of verbal and written expression of ideas and feelings.
Ability to marshal and analyse relevant data anticipate eventualities.

True/False
Question: The HRD programmes fail due to poverty, social injustice.
Correct Answer: True
Your Answer: True

Multiple Choice Multiple Answer
Question: Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:
Correct Answer: Suitable compensation plan, Selection of the right people, Good performance
Your Answer: Suitable compensation plan, Selection of the right people, Good performance

The HRD audit is a comprehensive evaluation of the current HRD strategies, structures etc.

True/False
Question: It is very easy to write grade description, as the number of jobs increases.
Correct Answer: False
Your Answer: False

Multiple Choice Single Answer
Question: What is the general principle (as per P.A.S policy of premier) of Assessment Routes?
Correct Answer: 2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st assessor
Your Answer: 1st Assessor-immediate superior, 2nd Assessor HR manager

True/False
Question: HRD audit is a comprehensive evaluation of the current HRD strategies, structures etc.
Arthur He studied the impact of two different management approaches on the productivity of steel mills. He studied the impact of two different management approaches on the productivity of steel mills.

Macduffie He studied 70 automobile plants representing 24 companies from 17 different countries. He studied 70 automobile plants representing 24 companies from 17 different countries.

Huselied He used 2 scales-one to measure employee skills and the second to measure employee motivation. He used 2 scales-one to measure employee skills and the second to measure employee motivation.

Welbourne and Andrews He studied the survival rate of 136 non-financial companies. He studied the survival rate of 136 non-financial companies.

Multiple Choice Multiple Answer Question Name the three phases of recruitment process:
Correct Answer Planning, Implementing,
Your Answer Planning, Implementing, Screening

Evaluating
Your Answer Planning, Evaluating, Screening

True/False Question Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer Question Name the two chairman of Hindustan Lever who both followed the pattern of nurturing and handling over to competent successors from within.
Correct Answer Vasant, T. Thomas
Your Answer Vasant, T. Thomas

Multiple Choice Single Answer Question The concept of quality control as a distinct discipline emerged in the United States in the early-
Correct Answer 1920's
Your Answer 1920's

True/False Question After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM concept put it on the map.
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer Question What kind of Grading must be brought to the notice of the vice-president of the Company.
Correct Answer Excellent, Poor
Your Answer Excellent, Poor

Multiple Choice Multiple Answer Question Under HRD, name the factors that act as motivating forces
Correct Answer Job enrichment, Informal organisation, Participative management
Your Answer Job enrichment, Informal organisation, Participative management

Multiple Choice Single Answer Question The key to the whole SSL programme lies in the identification of-
Correct Answer Supervisor's weaknesses
Your Answer Supervisor's performance

Multiple Choice Multiple Answer Question What are the areas where the auditors should physically visit the workplace?
Correct Answer Canteens, Living colony, Training rooms
Your Answer Canteens, Living colony, Training rooms
**Select The Blank**

- **Question** For closure
government permission

  is required at least _______ days
before the intended closure

  **Correct Answer** 90
  **Your Answer** 90

**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>After which stage many good organisation in India have entered a competitive phase?</th>
<th><strong>Correct Answer</strong> Liberalisation</th>
<th><strong>Your Answer</strong> Globalisation</th>
</tr>
</thead>
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<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>What form of resource allocation unit was originally created to impart training retain workes through skill upgradation &amp; prevention of redundancy due to the technology gap?</th>
<th><strong>Correct Answer</strong> National Renewal Fund</th>
<th><strong>Your Answer</strong> HRD</th>
</tr>
</thead>
</table>

| Multiple Choice Multiple Answer | Question | What are the general characteristics of a Technical - functional competence? | **Correct Answer** Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants | **Your Answer** Increase manarginal awareness of human resourcess, Developing new measure of effective manpower utilization, Enabling a longer time horzon for planning & budgeting | **Correct Answer** As strategic business partner |

| Multiple Choice Multiple Answer | Question | What are the uses of the ' Balanced Score Card' as a strategic management system? | **Correct Answer** It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves | **Your Answer** It is used as a integrative framework tool, It is used to enhance strategic feedback and learning curves, It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves |

| True/False | Question | The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T). | **Correct Answer** True | **Your Answer** True |

<table>
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<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>What forms the last phase of the</th>
<th><strong>Correct Answer</strong> The lack of appreciation for the constraints of other department</th>
<th><strong>Your Answer</strong> High degree of autonomy</th>
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<th>Question</th>
<th>_______ leads to conflict between various departments is a functional organisation</th>
<th><strong>Correct Answer</strong> The lack of appreciation</th>
<th><strong>Your Answer</strong> High degree of autonomy</th>
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<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>What are the aims &amp; objectives of HRA?</th>
<th><strong>Correct Answer</strong> Increase manarginal awareness of human resourcess, Developing new measure of effective manpower utilization, Enabling a longer time horzon for planning &amp; budgeting</th>
<th><strong>Your Answer</strong> Toact as a objective measure for rationalization programmes</th>
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| Multiple Choice Multiple Answer | Question | What are the uses of the ' Balanced Score Card' as a strategic management system? | **Correct Answer** It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves | **Your Answer** It is used as a integrative framework tool, It is used to enhance strategic feedback and learning curves | **Correct Answer** As strategic business partner |

| True/False | Question | The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T). | **Correct Answer** True | **Your Answer** True |

| Multiple Choice Single Answer | Question | What forms the last phase of the | **Correct Answer** The lack of appreciation for the constraints of other department | **Your Answer** High degree of autonomy |
360-degree feedback exercise

**Correct Answer** Individual counselling
Your Answer Leadership counselling

Match The Following

**Question** Correct Answer
Your Answer

Effective leadership Excellent relationship skills.
The ability to reformulate an apparently complicated problem into workable units.
Analytical power: The ability to reformulate an apparently complicated problem into workable units.

Excellent analytical skills.

Creative Imagination This requires vision to provide alternatives on which future can be based.

This requires vision to provide alternatives on which future can be based.

Sense of reality The person will be able to maintain objective approach to situation in which own personal involvement is considerable.
The person will be able to maintain objective approach to situation in which own personal involvement is considerable.

Multiple Choice Multiple Answer

**Question** The budget of Feb 1997 presented
Your Answer Leadership counselling

by Finance minister Mr. P. Chidambaram showed a spirit of optimism & growth. What were its components?

**Correct Answer** significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure

Investment in infrastructure
Your Answer significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure

Multiple Choice Multiple Answer

**Question** Name the various organisational effectiveness dimensions.
Your Answer Leadership counselling

**Correct Answer** Higher productivity, Cost reduction, More profit

**Question** How would the representative of the consumer association be able to make a difference
in the consumerism movement

**Correct Answer** by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair practices, to demands good supply of quality goods

**Correct Answer** by participating in collective bargaining, to demands good supply of quality goods at fair prices, to demands good supply of quality goods at fair prices

Manpower planning from the external environment:

**Correct Answer** Technology, Government Policies & regulations, Composition of workforce

Your Answer Technology, Government Policies & regulations, Composition of workforce

Multiple Choice Multiple Answer

**Question** Name the data required by
Your Answer Leadership counselling

**Correct Answer** Technology, Government Policies & regulations, Composition of workforce

Multiple Choice Multiple Answer

**Question** What was the key essential objective of the changed economic policy at the global level

**Correct Answer** to integrate the Indian economy with the world economy, to envisage a decontrolled business environment where free market forces would be given more freedom to operate

Your Answer to envisage a decontrolled business environment where free market forces would be given more freedom to operate

Multiple Choice Single Answer

**Question** Under point method, common factors to all the jobs are identified.
Your Answer True

**Correct Answer** True

Multiple Choice Single Answer

**Question** The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer** Religious

Your Answer Political

Multiple Choice Single Answer

**Question** How would the representative of the consumer association be able to make a difference in the consumerism movement

**Correct Answer** by participating in collective bargaining, to demands good supply of quality goods at fair prices, to demands good supply of quality goods at fair prices
Multiple Choice Single Answer

**Question** What is concerned with developing a pool of candidates in line with the human resources plan?

Correct Answer: Recruitment

Your Answer: Training

Select The Blank

Good relationships ideally does not mean a "goodie goodie" relationship, it should be based on mutual respect & should be ________.

Correct Answer: Functional & objective

Your Answer: Constructive

Multiple Choice Multiple Answer

**Question** Name the steps that develop strategic framework for HRD.

Correct Answer: Realistic employee development, Measurable employee development, Well costed employee development,

Your Answer: Realistic employee development,

Measurable employee development

Select The Blank

The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________.

Correct Answer: One & half to about 3 months

Your Answer: Two & half to about 4 months

Select The Blank

A major reason for resistance to re-engineering is a challenge to the existing hierarchy.

Correct Answer: hierarchy

Your Answer: systems

True/False

Representatives of the consumers association besides the representatives of employees & employers have to participate in the meeting of collective bargaining.

Correct Answer: True

Your Answer: True

Match The Following

Correct Answer: Correct Answer: True

Your Answer: True

Select The Blank

In one organisation the joke making rounds was that managers came in vertically and went out ________.

SANDOZ INDIA LTD. Internal Advertising is restored for all vacancies. Vacancy is filled in by promoting the employees seniority, merits. NATIONAL MACHINERY manufacturers ltd. Vacancy is filled in by promoting the employees seniority, merits. Present employees are also good sources of suggestions for job application.

Major sources of recruitment in public sector.

Scheduled tribes and scheduled castes & employee recommendations. Selection is done on basis of merit.

Select The Blank

In one organisation the joke making rounds was that managers came in vertically and went out ________.
Correct Answer Horizontally
Your Answer Horizontally

Multiple Choice Single Answer
Question What is the programme of allowing
flexibility in handling the type of work in various
departments of the organisation in a systematic way
be the employee during his tenure of employment in
an organisation?
Correct Answer Flexi work
Your Answer Flexischedule

Select The Blank
Question The ________ management of the
organisation is committed to develop the
competencies of employees on a continuous basis
Correct Answer Top
Your Answer Top

Multiple Choice Multiple Answer
Question Some problems are inherent in the
performance Appraisal System, they are -
Correct Answer Discrimination , First
impression , Central tendency

Correct Answer Discrimation , First
impression ,
Central tendency

Select The Blank
Question The link between
sense of reality
and ________ is important for proper
understanding of the definition of sense of reality
Correct Answer imagination
Your Answer imagination

Multiple Choice Single Answer
Question Which kind of literature identifies a
number of systems & subsystems?
Correct Answer HRD
Your Answer HRM

Select The Blank
Question One of the feature
HRD goals are,
_______ is a perishable commodity
Correct Answer Labour
Your Answer Management

True/False
Question The reviewer has the prime role of
recording major appraisal details.
Correct Answer False
Your Answer False

Select The Blank
Question In no phase of business life is
_______ as important as in making promotions
deciisons.
Correct Answer Integrity
Your Answer Integrity

True/False
Question HRD audit can also be used against
the HRD department
Correct Answer True
Your Answer True

True/False
Question Potential refers to the likelihood of
the job holder making a future contribution to the
employing organisation.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question Name the internal operational
measures dealing with how well HR
practices are
designed and delivered:
Correct Answer Cycle time, quality & cost
Your Answer Cycle time, quality & cost
of HR practices , The ratio of HR expenses , The
ratio of HR professionals to employee population.

Multiple Choice Multiple Answer
Question The traditional methods of
performance appraisal lay emphasis on the
ratings of individual's personality traits such as -
Correct Answer Initiative , Drive ,
Creativity
Your Answer Initiative , Drive , Creativity ,
Response

Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity
Your Answer Role clarity

True/False
Question Objective of performance appraisal
system is to identify the developmental needs of
each employee.
Correct Answer True
Select The Blank

**Question** Generally, training need identification forms a part of _______.

**Correct Answer** Management Appraisal System

System

Your Answer Management Appraisal System

Multiple Choice Single Answer

**Question** Which system emphasis a lot on the need to motivate people?

**Correct Answer** Human Resource Development

Development

Your Answer Human Resource Development

True/False

**Question** Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment.

**Correct Answer** True

Your Answer True

**Question** The main focus of attention today is the employee.

**Correct Answer** False

Your Answer True

Multiple Choice Multiple Answer

**Question** Why do most companies want HRD audit?

**Correct Answer** Change of Leadership, To make HR function business-driven, For growth & diversification

Your Answer To make HR function, For growth & diversification,

Satisfaction with a particular component

Subject: Human Resource Management

Part:

Job Description

Job Analysis

Job Evaluation

Job Enlargement

Multiple Choice Single Response

**Question ID**

**Question** Name the technique which determines the relevant worth of a job with respect to other jobs.

**Options** Job Analysis, Job Description, Job Evaluation, Job Enlargement

**Is Correct** Yes

2

Name the system which is simple, less expensive & less time consuming.

**Options** Factor Comparison, Grading, Ranking

**Is Correct** Grading

1

Name the system which makes the HR function business-driven, for growth & diversification.

**Options** Change of Leadership, To make HR function, For growth & diversification, Satisfaction with a particular component

**Is Correct** To make HR function, For growth & diversification,

Satisfaction with a particular component

Multiple Choice Single Response

**Question ID**

**Question** Name the system which is simple, less expensive & less time consuming.

**Options** Factor Comparison, Grading, Ranking

**Is Correct** Grading
What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee?

Job evaluation

Job description

Job specification

Job analysis

Multiple Choice Single Response

4 If supply of labor is higher than demand, which factor would be relatively low?

Price

Wage

Job evaluation

Job description

Job specification

Job analysis

Multiple Choice Single Response

5 Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.

Fred Luthas

Elliot Jecques

Yes

Philip Kotler

Job evaluation

Job description

Job specification

Job analysis

Multiple Choice Single Response

6 Name the technique used by the point system and factor comparison system to list the job.

Non-quantitative

Quantitative

Yes

Non-analytical

Analytical

Job evaluation

Job description

Job specification

Job analysis

Multiple Choice Single Response

7 Name one of the processes of job evaluation.

Select the method

Yes

Ranking system

Point method

Job Enlargement

Job evaluation

Job description

Job specification

Job analysis

Multiple Choice Single Response

8 Name the method where common factors to all the jobs are identified.

Factor comparison

Multiple Choice Single Response

Robbins Stephen P.

Question ID

Multiple Choice Single Response

Incentive

Increment

Question ID

Multiple Choice Single Response

Fred Luthas

Elliot Jecques

Yes

Philip Kotler

Answer
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<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?</td>
<td>To set wages Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td>To set prices</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td>To set methods</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>To set programmes</td>
<td></td>
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<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
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<tbody>
<tr>
<td>10</td>
<td>What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.</td>
<td>Job evaluation</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Job programmes</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Job enlargement</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Job analysis Yes</td>
<td></td>
<td></td>
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</tr>
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<tbody>
<tr>
<td>11</td>
<td>Under which system the process is based on personal judgement, and therefore tends to get influenced by personal biases.</td>
<td>Point</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ranking Yes</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grading</td>
<td></td>
<td></td>
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</tbody>
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<th>Options</th>
<th>Is Correct</th>
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<tbody>
<tr>
<td>12</td>
<td>Which kind of inequality to a great extent affects industrial relations?</td>
<td>Price</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Co-ordination</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
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<tbody>
<tr>
<td>13</td>
<td>What is it that job evaluation requires while undertaking the programme at all stages in the organization?</td>
<td>Controlling</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Planning Yes</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Co-operation

14. Name the organized group of employees which is directly concerned with job evaluation.
   - Multi-union
   - Trade-union
   - Workers union
   - Supervisor's union
   - Yes

15. Which is the only weapon of trade union, which the union think is taken away by applying the Job evaluation System.
   - Collective co-operation
   - Collective negotiation
   - Collective controlling
   - Collective bargaining
   - Yes

16. Under the techniques of job evaluation, which is the least method used?
   - Job grading
   - Factor comparison system
   - Multiple Choice Single Response
   - Yes

17. Name the factor which when changes, the job evaluation system should also change.
   - Consumer
   - Management
   - Yes

18. Under the techniques of job evaluation, which is the most widely used method?
   - POINT SYSTEM
   - RANKING SYSTEM
   - Job grading
   - Factor comparison system
   - Yes

Question ID: 14, 15, 16, 17, 18
Question Options: Multi-union, Trade-union, Workers union, Supervisor's union, Collective co-operation, Collective negotiation, Collective controlling, Collective bargaining, Job grading, Factor comparison system, Multiple Choice Single Response, Yes, Consumer, Management, POINT SYSTEM, RANKING SYSTEM, Job grading, Factor comparison system, Yes, Seller, Technology, Multiple Choice single Response, Collector's union, Point system.
<table>
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<th>Options</th>
<th>Is Correct</th>
<th>Is Correct</th>
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</thead>
<tbody>
<tr>
<td>19</td>
<td>Grading systems require which type of system, because grading of clerical job may be quite different from that of operative job.</td>
<td>Single</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>20</td>
<td>In which type of system are yardsticks of value for each job factor are prepared?</td>
<td>Multiple Choice</td>
<td>Single Response</td>
<td>Yes</td>
</tr>
<tr>
<td>21</td>
<td>After assigning weight to each criterion like skill, knowledge etc., the worth of job is determined and converted to which kind of values?</td>
<td>Monetary</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>When individual job description and grade descriptions do not match well, the evaluators classify the job using which kind of judgment?</td>
<td>Specific</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>
| 23          | Which kind of relationship does system of a job-evaluation maintain while rating for different jobs? | Variable | Yes | Equitable | Systematic
|              |                      | Multiple | Choice | Single | Response |

**Question Options:**
- Single
- Double
- Triple
- Multiple
- Yes

**Is Correct Options:**
- Yes
- No
24. Job analysis describes variety of duties of the job, they are:
   - Social skills
   - Condition of work
     - Yes
   - Skills
     - Yes
   - Authority relationship
     - Yes
   - Multiple choice Multiple Response

25. Name the various processes of job evaluation:
   - Classify the jobs
     - Yes
   - Physical efforts
     - Yes
   - Skill needed
   - Multiple choice Multiple Response

26. Job factors used under Factor comparison method are:
   - Mental efforts
     - Yes
   - Fixed efforts
     - Yes
   - Physical efforts
     - Yes
   - Skill needed
   - Yes

27. Name the various ways through which business firms are being helped by well designed job evaluation:
   - Enables Co. to get data
     - Yes
   - Establishes equal wage rate for all the jobs, according to job requirement.
     - Yes
   - Systematic process and understood by all
     - Yes
   - Establishes different wage rate for all the jobs, according to job requirement.
     - Yes

28. Mention the defects of Simple ranking method:
   - Simplicity tends to make measurement somewhat crude.
     - Yes
   - Absence of pre-determined yardstick leads to personal bias
     - Yes
   - All the factors affecting the job are not considered
     - Yes
   - Some factors affecting the job are considered
Multiple Choice Multiple Response

Question ID: 29
Question: It is said that participants should have familiarity with the job to be rated, therefore the degree of familiarity has impact on which factor:
- Accessability
- Adaptability
- Decision making
- Managerial requirements

Is Correct: Yes

Question ID: 30
Question: Name the factors affecting the designing of the wage structure area:
- Labour market condition
- High market condition
- Economic condition of the country
- Adjustment and operation of wage structure

Options:
- Yes

Is Correct: Yes

Question ID: 31
Question: Job description which are prepared as part of the process which can be used for writing up job specifications, that can then be used for which kind of purpose?
- Training
- Promotion
- Job analysis
- Job evaluation

Options:
- Yes

Is Correct: Yes

Question ID: 32
Question: Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
- Skill
- Efforts
- Accountability

Options:
- Yes

Is Correct: Yes

Question ID: 33
Question: The worth of job is determined in relation to other jobs in terms of:
- Responsibility involved

Options:
- Yes

Is Correct: Yes

Responsibility checked

Payment requirement

Multiple Choice Multiple Response
Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:
- Supervision & leadership
- Leadership & management
- Co-operation & association outside the line of authority
- Probability & consequences of errors

Under the grading system, name the separate grades included:
- Firm
- Office
- Clerical
- Managerial

Mention the objectives of Job evaluation under the grading method:
- To maintain complete description of each occupation in the entire plant
- To promote accurate consideration of all employees for advancement and transfer
- To promote information for work organization, employees section etc.
- To ensure that like wages are paid to all qualified employees on unlike work.

Name the various steps considered under Factor comparison system:
- Selection of job analysis
- Allocation of correct rate to each key job

Mention certain weaknesses under the grading method:
- It is difficult to write grade description
- It oversimplifies sharp differences between different jobs & different grades
- It is considered to be too subjective
- It is considered to be too subjective
<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>39</td>
<td>Under the 'Point rating system' name the important steps mentioned:</td>
<td>Construction of the yardsticks</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Wage survey</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Designing wage structure</td>
<td>Yes</td>
</tr>
<tr>
<td>40</td>
<td>Name the two factors which lead people to work:</td>
<td>Economic</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Organising</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Motivation</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Controlling</td>
<td>Yes</td>
</tr>
<tr>
<td>42</td>
<td>Employee and supervisor should be never involved while finalizing job description</td>
<td>TRUE</td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>All forms of job evaluation are designed to enable management to determine how much one job should be paid as compared to others.</td>
<td>TRUE</td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>When several unions exists in an organization it becomes easy to apply job evaluation system.</td>
<td>TRUE</td>
<td></td>
</tr>
<tr>
<td>Question ID</td>
<td>Question</td>
<td>Options</td>
<td>Is Correct</td>
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<tr>
<td>-------------</td>
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</tr>
<tr>
<td>45</td>
<td>Point rating system consists of designing the wage structure.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>47</td>
<td>A corollary of this Job evaluation principal is that for equal work there should be unequal wage rates.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>49</td>
<td>It is very easy to write grade description, as the number of jobs increases.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>51</td>
<td>Under point method, common factors to all the jobs are identified.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>46</td>
<td>The aim of the majority of the systems of job evaluation is to establish, on agreed basis, the relative values of different jobs in a given plant.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>48</td>
<td>Ranking system usually measures each job in comparison with other jobs in term of relative importance of experience &amp; education.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>50</td>
<td>When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgment.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
<tr>
<td>52</td>
<td>The job falling under the same grade get different wage scale.</td>
<td>True / False</td>
<td>Yes</td>
</tr>
</tbody>
</table>
53  Factor comparison system consists of selection of key jobs. **TRUE**

55  Trade union is a group of two people who come to strengthen their bargaining position. **TRUE**

56  The benefit of job evaluation is that it lays down the foundation for a rational wage structure. **TRUE**

57  If standard of living is high, it calls for higher wages. **TRUE**

58  Responsibility is much more Than of worker. **SELECT A BLANK**

59  Responsibility is much more Than of worker. **SELECT A BLANK**
is one yardstick consisting of job classes.

Job Ranking

Job analysis

Job Evaluation

Job Grading

Yes

Select a Blank

<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>61</td>
<td>The ranking system is also known as system.</td>
<td>Non-quantitative</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Select a Blank</td>
<td>Quantitative</td>
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</table>

All should be paid within limits

which is given by the standards set through a wage structure.

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<tr>
<th>Question ID</th>
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<th>Options</th>
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<td>60</td>
<td>Increment</td>
<td>Non-qualitative</td>
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<td></td>
<td>Gratuities</td>
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<td></td>
<td>Wages</td>
<td></td>
<td></td>
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<td></td>
<td>Yes</td>
<td></td>
<td></td>
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<td></td>
<td>Incentive</td>
<td></td>
<td></td>
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<th>Options</th>
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</tr>
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<tr>
<td>62</td>
<td>It is said that rate the job, and not the Wage</td>
<td>Man</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Select a Blank</td>
<td>Salary</td>
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<tr>
<td>63</td>
<td>determine their position in a job hierarchy.</td>
<td>Job system</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Job evaluation</td>
<td>Yes</td>
<td></td>
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<th>Question ID</th>
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<th>Options</th>
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<tr>
<td>64</td>
<td>is the rating of jobs to</td>
<td>Select a Blank</td>
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<td></td>
<td>study</td>
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<th>Question</th>
<th>Options</th>
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<tr>
<td>65</td>
<td>On the basis of job elements and organizational demand an appropriate job evaluation</td>
<td>Personnel</td>
<td></td>
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<td></td>
<td>Select a Blank</td>
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<td>66</td>
<td>should be selected.</td>
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<td>Study</td>
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<tr>
<td>65</td>
<td>type</td>
<td>Yes</td>
<td></td>
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<tr>
<td></td>
<td>method</td>
<td>Yes</td>
<td></td>
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<td>course</td>
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<td></td>
<td>Are first established on the</td>
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<td>67</td>
<td>Factor comparison method is regarded as</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>method</td>
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<td></td>
<td>Simple</td>
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<tr>
<td></td>
<td>Complex</td>
<td></td>
<td></td>
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<td></td>
<td>Yes</td>
<td></td>
<td></td>
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<tr>
<td>68</td>
<td>basis of job information derived from job</td>
<td></td>
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<td></td>
<td>Appreciable</td>
<td></td>
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<td></td>
<td>Complex</td>
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<td></td>
<td>Yes</td>
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<tr>
<td>69</td>
<td>Under method</td>
<td></td>
<td></td>
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<td>jobs</td>
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<td>69</td>
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</tbody>
</table>
Voluntary
Permanent
Yes
Periodical

Question ID
Question
Options
Is Correct

70
Definition of Job Evaluation:
It is the process of analysis and assessment of jobs to ascertain reliability, their relatively worth using the assessment as a basis for a balanced wage structure.
Yes

Objectives of Job Evaluation:
To determine a rate of pay for each job

71
JOB RANKING
In this case, the method is very simple and not expensive.
Yes

JOB GRADING
In this case, there is one yardstick consisting of job classes.
Yes

FACTOR COMPARISON SYSTEM
In this case the job factors are compared rather than the whole job.
Yes

POINT RATING SYSTEM
In this case, it is widely used in job evaluation and also designs wage structure.
Yes

In this case, this is the first approach which breaks down jobs into several characteristics.

This new concept is suggested by Elliott Jacques.

Match

Question ID
Question
Options
Is Correct

72
Non-quantitative job evaluation category.
Simple ranking and grading are placed under such category.
Yes

Quantitative job evaluation Point system and factor comparison methods are placed under such category.
Yes

The beneficiaries to business firms by job evaluation

Match
It enables Cos. to get data in local wage
surveys to establish job classification.
Yes

Job analysis
It is one of the job evaluation processes,
which finds out relevant facts.
Yes

It is considered to be complex
to cos. as it
is not understood by all.

Simple ranking and point system are placed
under such category.

Match

**Question ID**

**Question**

Options
Is Correct

73

Job Factors enumerated as:
Effort, responsibility, skill, working

conditions
Yes

Wage survey:
It places all evaluated jobs according to
point in terms of money.
Yes

Designing wage structure:
Similar jobs are grouped and


treated as a
do job class.
Yes


Concept suggested by Elliot Jecques.
It takes into account the various key

factors that will tell the overall performance of a
job.
Yes

Effort, grading, skill, working conditions.

Effort, point, skill, working conditions.

HRM_2 - Senthil

Correct Answer True

Your Answer True

Multiple Choice Single Answer

**Question** Which kind of literature identifies a

number of systems & subsystems?

Correct Answer HRD

Your Answer HRD

Select The Blank

**Question** A fee market
economy demands a

transparent set of laws and

something that the archaic Indian judicial system is

ill-equipped to cope with

Correct Answer quick
disposal of litigation

Your Answer a set of social security legislation

Multiple Choice Multiple Answer

**Question** Essentials of effective QC's:

Correct Answer Prompt

approval, Regular

Your Answer Prompt approval, Unconditional

communication, Unconditional

support

Multiple Choice Multiple Answer

**Question** It is said that versality will be the

key factor in determining employee value with

following factors:

Correct Answer Technology, Leadership,

Motivation Your Answer Technology, Leadership, Motivation

True/False

**Question** The job falling under
the same

grade get different wage scale.

Correct Answer False

Your Answer True

Select The Blank

**Question** Under Voluntary
retirement scheme

income tax benefits for employees

who have accepted

the scheme are however, valid only for payouts of

upto ________

Correct Answer Rs. 5 lakh

Your Answer Rs. 5 lakh

Multiple Choice Multiple Answer

**Question** Some Questions that every
corporation needs to address are as

follows:-

Correct Answer How well are HR practices

linked to business goals, Are good HR practices &

HRD systems & processes being designed, Are the

systems internally sound consistent & relevant
Your Answer: How well are HR practices linked to business goals? Are good HR practices & HRD systems & processes being designed, are the systems internally sound, consistent & relevant?
True/False Question: If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.
Correct Answer: False

Multiple Choice Multiple Answer Question: Performance counselling refers to
the help provided by a manager to his subordinates,
it attempts to help the employee in-
Correct Answer: Supportive atmosphere,
Empathetic atmosphere, Setting goals
Your Answer: Supportive atmosphere, Empathetic

True/False Question: Monitoring and Follow-up follows the distribution of Questionnaires to all assessors.
Correct Answer: True
Your Answer: True
Select The Blank Question: In a re-engineering programme,
when a process changes so does the ________ of the concerned employee.
Correct Answer: job profile
Your Answer: job profile

Multiple Choice Single Answer Question: Which system emphasis a lot on the need to motivate people?
Correct Answer: Human Resource Development
Your Answer: Human Resource Development

Select The Blank Question: ________ is known to not hold overly one-sided views.
Correct Answer: Judgement
Your Answer: Judgement

Select The Blank Question: ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer: Rapport building
Your Answer: Rapport building

Match The Following
Correct Answer: Group goals Vs. Organisational goals

Correct Answer: The first promotion,
Successfully completed assignment, The first performance appraisal
Your Answer: The first promotion, Successfully completed assignment, The first performance appraisal

Select The Blank Question: ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer: Rapport building
Your Answer: Rapport building

Question: Better decisions about people based on improved
information system HRA benefits HRA

Standard cost method value of human resources for accounting purposes value of human resources

for accounting purposes

It is "endemic to every organisation regardless of size, function or character of ownership"

Organisational politidering HRA model

Multiple Choice Single Answer

Question The Main contribution of HRD audit

is to focus on

Correct Answer Value-adding HRD

Your Answer Value-function HRD

Select The Blank

Question The ______ provide resources to

approved employment schemes in the organised &

marganised sectors

Correct Answer Employment Generation

Fund

Your Answer National Renewal

Grant Fund

Multiple Choice Single Answer

Question Traditionally, human resources has

been perceived as,

Correct Answer Bureaucracic

Your Answer Lazziz-faire

Multiple Choice Multiple Answer

Question How can the limitations/ misgivings

of management participation in employees

organisations be overcome ?

Correct Answer by gaining the confidence

of union leaders from the initail stages ,

managements should educate the members about the

concept & value in strengthenung union functioning ,

minimising misunderstandings

Correct Answer by gaining the confidence

of union leaders from the initail stages ,

managements should educate the members about the

concept & value in strengthenung union functioning ,

minimising misunderstandings

Select The Blank

Question Federation & union at all levels are

managed on the lines of management of ________

Correct Answer A political body

Your Answer A social organisation

Multiple Choice Single Answer

Question HR managers to guarantee their

viability need to think themselves as -

Correct Answer Strategic partners

Your Answer Strategic partners

Multiple Choice Multiple Answer

Question What are the general characteristics of a Technical -

functional competence?

Correct Answer Primary interest in

functional work , They would like to remain expert

rather than become general managers , They

consider managerial and administrative

responsibilities as avoidable irritants

Correct Answer Primary interest in

functional work , They would like to remain expert

rather than become general managers , They

consider managerial and administrative

responsibilities as avoidable irritants

Select The Blank

Question In the interview method of

training-need identification interviews must clearly

distinguish between immediate training needs to

improve present performance &

Correct Answer Development needs for

growth

Question Which practices are service related

and human resources related?

Correct Answer Organisational

Your Answer Organisational

True/False

Question Organizations gear most of their

management succession activities to the immediate past.

Correct Answer False

Your Answer False

Multiple Choice Multiple Answer

Question Name the three performance counselling phase-

Correct Answer Rapport building ,

Exploration , Action Planning

Your Answer Rapport building ,

Exploration ,

Action Planning

Select The Blank

Question In the interview method of

training-need identification interviews must clearly

distinguish between immediate training needs to

improve present performance &

Correct Answer Development needs for

growth
Your Answer: Development needs for growth

**True/False Question**

HRD should be a series of adhoc decisions and practices.

Correct Answer: False

Your Answer: False

**True/False Question**

Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.

Correct Answer: True

Your Answer: True

**True/False Question**

Trade union is a group of two people who come to strengthen their bargaining position.

Correct Answer: False

Your Answer: True

**Multiple Choice Multiple Answer Question**

Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of various ministries, manufactures of commerce, cost account & Consumer organisations, manufactures of commerce, cost account & Consumer organisations.

Correct Answer: various ministries, manufactures of commerce, cost account & Consumer organisations, manufactures of commerce, cost account & Consumer organisations.

Your Answer: employess organisations, manufactures of commerce, cost account & Consumer organisations.

**Multiple Choice Single Answer Question**

Participation of management

Correct Answer: multiple choices

Your Answer: multiple choices

**Multiple Choice Multiple Answer Question**

in an interview Method of Training Need identification, what do the Questions asked need to outline?

Correct Answer: multiple choices

Your Answer: multiple choices

**True/False Question**

The reviewer has the prime role of recording major appraisal details.

Correct Answer: False

Your Answer: False

**True/False Question**

Job enrichment, Informal organisation, Participative management True/False Question

The reviewer has the prime role of recording major appraisal details.

Correct Answer: False

Your Answer: False

**True/False Question**

Trade union is a group of two people who come to strengthen their bargaining position.

Correct Answer: False

Your Answer: True

**Multiple Choice Multiple Answer Question**

Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of various ministries, manufactures of commerce, cost account & Consumer organisations, manufactures of commerce, cost account & Consumer organisations.

Correct Answer: various ministries, manufactures of commerce, cost account & Consumer organisations, manufactures of commerce, cost account & Consumer organisations.

Your Answer: employess organisations, manufactures of commerce, cost account & Consumer organisations.

**Multiple Choice Single Answer Question**

Participation of management

Correct Answer: multiple choices

Your Answer: multiple choices
representatives in the trade unions
meetings
particularly at the time of industrial
dispute help
both the parties -
Correct Answer To exchange their
contradictory views
Your Answer To exchange their contradictory
views
Multiple Choice Single Answer
Question What is it that Moonlighting by
employees, if extensively part taken, affect Human
Resource Manager in the future adversely?
Correct Answer Disharmony in individual &
organisational goal balance.
Your Answer Disharmony in individual &
organisational goal balance.
Multiple Choice Multiple Answer
Question Name the various HRD outcomes
variables :
Correct Answer Better developed roles , Better
utilisation of human resources
Multiple Choice Single Answer
Question What is concerned with developing a
pool of candidates in line with the human resources
plan
Correct Answer Recruitment
Your Answer Training
Multiple Choice Multiple Answer
Question What are the needs for Quality Audit?
Correct Answer It provides a benchmarks to
the performance of the quality system.
, It
constitutes a permanent record of the progress in
achieving the goals of quality. , It facilitates and
encourages supplier quality certificationsystems.
Correct Answer Religious
Your Answer Social
Multiple Choice Single Answer
Question In an employees organisation the flow
of decisions from the Working Committee flows to -
Correct Answer President / Secretary of Branch
Union
Your Answer President / Secretary of Branch
Union
Multiple Choice Multiple Answer
Question Performance Appraisal directly affects
the interpersonal relations which are really delicate
and difficult to maintain, because of heterogenity in
the nature of human beings. It is necessary to
follow certain principles like:
Correct Answer Appraise on the basis of
representative information , Appraise on the basis
of sufficient information , Appraise on the basis of
relevant information
Your Answer Appraise on the basis of sufficient
information , Appraise on the basis of relevant
information
Multiple Choice Multiple Answer
Question Training programmes conducted by
dividing the total group of participants into teams
who are assigned to complete the task within a time
limit are called -
Correct Answer SSL Technology ,
Grid Seminars
Your Answer Game Seminars
Select The Blank
Question For closure , every worker is to be
compensated with ________ average pay for every
year of service completed
Correct Answer 15 days
Your Answer 30 days
Multiple Choice Multiple Answer
**Question** Under the 'Point rating system' name

the important steps mentioned:

Correct Answer Construction of the yardsticks ,

Wage survey , Designing wage structure.

Your Answer Wage survey

Select The Blank

**Question** ______ means providing the employee with necessary tools & authority to overcome obstacles to achieving goals.

Correct Answer Employee empowerment

Your Answer Job enhancement

Match The Following

**Question** Correct Answer Your Answer

Intermediate 1 year to 5 years 1 year to 5 years

Long range Beyond 5 years Beyond 6 years

Business plans Data from within the organization

Beyond 8 years

Immediate Within 1 year Within 1 year

Multiple Choice Single Answer

**Question** While Trade Unions have their own

approach to the problem; what is the role played by

management in fostering a close understanding

between each other?

Correct Answer It's own approach to problem

solving technique

Your Answer To act as a liaison between the

problem & union

Select The Blank

**Question** At Hewlett Packard, as part of their

BPR programme, the ______ directs resources

from applicants to a centralised employment response centre.

Correct Answer EMS

Your Answer GRPS

Multiple Choice Single Answer

**Question** When was the act of absorbing & incorporating the best contemporary practices relevant to the companies needs & by whom?

Correct Answer Xerox (mid 70's)

Your Answer Xerox (mid 70's)

Select The Blank

**Question** ______ phase involves generating

confidence in the employee to open up and frankly

share his perceptions, feeling etc.

Correct Answer Rapport building

Your Answer Rapport building

True/False

**Question** In the Grid Seminars, stress is laid on teaching.

Correct Answer False

Your Answer False

Multiple Choice Multiple Answer

**Question** After the assets and liabilities of each individual is identified, what should be done; some thumb-rules are

Correct Answer Make out a time bound plan to work on your liabilities , Choose first the liability which is hindering your growth the most , Build your career on your assets

Make an attempt to transform your liabilities into your assets

Multiple Choice Single Answer

**Question** Name the situation where a person takes the necessary steps at the right moment of time

Correct Answer Action

Your Answer Debate

Multiple Choice Single Answer

**Question** The TQM philosophy was evolved or theorised by -

Correct Answer Demming

Your Answer Juran

Multiple Choice Single Answer

**Question** Which pay is one of the most crucial pay given to the employee & also shown in the pay structure.

Correct Answer Performance

Your Answer Performance

True/False

**Question** Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning

Correct Answer False

Your Answer True

Multiple Choice Multiple Answer

**Question** Name the various HRD values like:

Correct Answer Openness , Trust , Autonomy
Your Answer  Openness , Aims , Trust ,

Autonomy

Multiple Choice Multiple Answer  
**Question**  Name the three aspects of manpower planning:

- **Correct Answer**  Who should plan? 
  - Planning for whom
  - Who should plan? 

True/False  
**Question**  Name the three aspects of manpower planning:

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  - Who should plan? 

Multiple Choice Single Answer  
**Question**  The Main contribution of HRD audit is

- **Correct Answer**  Value-adding HRD

Multiple Choice Multiple Answer  
**Question**  According to shroff (1995) the government needs to focus on three areas which are likely to input the effective implementation of the economic policy, they are

- **Correct Answer**  Inadequate institutional reform
  - Inadequacies in the communication & political management of these measures
  - the speed and sequence of reform measures, lack of directional support

True/False  
**Question**  In the orientation phase, all participants are to submit a list of appraisers by whom they would like to be assessed.

- **Correct Answer**  True

Multiple Choice Single Answer  
**Question**  The link between sense of reality and ______ is important for proper understanding of the definition of sense of reality

- **Correct Answer**  imagination

Multiple Choice Multiple Answer  
**Question**  Which system emphasis a lot on the need to motivate people

- **Correct Answer**  Human Resource Development

Multiple Choice Multiple Answer  
**Question**  HRD process variable include -

- **Correct Answer**  Role clarity , Work planning , Better communication

Multiple Choice Single Answer  
**Question**  Name the first three phases that make up the process of the feedback exercise -

- **Correct Answer**  Participants orientation , Questionnaire distribution , Monitoring & follow up

Match The Following  
**Question**  Under the balanced score card approach the expectation of three shareholders

- **Correct Answer**  True

Multiple Choice Multiple Answer  
**Question**  Name the three aspects of manpower planning:

- **Correct Answer**  Who should plan? 
  - Planning for whom
  - Who should plan? 

Multiple Choice Single Answer  
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  - the speed and sequence of reform measures, lack of directional support

True/False  
**Question**  In the orientation phase, all participants are to submit a list of appraisers by whom they would like to be assessed.

- **Correct Answer**  True
Job analysis It is one of the job evaluation process which finds out relevant facts. It is considered to be complex to cos. as it is not understood by all.

Non-quantitative job evaluation category. Simple ranking and grading are palced under such category. Point system and factor comparison methods are placed under such category. Quantitative job evaluation Point system and factor comparison methods are placed under such category. It is one of the job evaluation process which finds out relevant facts.

The beneficiaries to business firms by job evaluation It enables Cos. to get data in local wage surveys to establish job classification. It enables Cos. to get data in local wage surveys to establish job classification.

True/False Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty
Correct Answer False
Your Answer True

Multiple Choice Multiple Answer Question The budget of Feb 1997 presented by Finance minister Mr. P. Chidambaram showed a spirit of optimism & growth. What were its components
Correct Answer significantly reduced taxes,
nationalized excise rates,
encouragement for investment in infrastructure
Your Answer significantly reduced taxes,
nationalized excise rates,
encouragement for investment in infrastructure

Select The Blank Question ________ are issued to the employees to be a shareholders in the company.
Correct Answer ESOP
Your Answer ESOP

True/False Question Majority of the disputes in industries are related to the problem of wages, salaries & benefits
Correct Answer True
Your Answer True

Select The Blank Question Where the firm pats the proposed changes into practice is called ________ stage.
Correct Answer Implementation
Your Answer Implementation

Select The Blank Question Expenses incurred by a firm on recruitment, training & development of employees are treated as ________
Correct Answer Current costs
Your Answer Over head costs

Multiple Choice Single Answer Question Name the type of skill where the manager generally delegates and gets things done through others.
Correct Answer Leadership skills
Your Answer Leadership skills

True/False Question The human resource department should move out from routine transactional activities and let IT take care of their activities.
Correct Answer True
Your Answer True
## LIST OF ATTEMPTED QUESTIONS AND ANSWERS

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the main issues stressed out throughout the workshop?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Openness to feedback, Developmental attitude</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Openness to feedback, Developmental attitude, Organisational attitude</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>A paper prepared by Mr. P. Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficulties in a few years, India needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Non-merit</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>A leader who lacks the other basic qualities can lead others in the wrong direction.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Western and Third World Studies of organisational excellence indicate major keys to organisational excellence, those are -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Mission, Goals, Policies</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Mission, Goals, Policies, Rewards</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Which system emphasis a lot on the need to motivate people</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>
### Select The Blank

**Question**
For the period of the lay off up to a maximum of _______ workmen will be paid compensation equal to half their basic pay & D.A.

**Correct Answer** 45 days

**Your Answer** 90 days

### True/False

**Question**
Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.

**Correct Answer** True

**Your Answer** True

### Multiple Choice Single Answer

**Question**
The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer** Religious

**Your Answer** Religious

### Select The Blank

**Question**
_______ is a difficult exercise, therefore it should be done with care.

**Correct Answer** Potential appraisal

**Your Answer** Performance appraisal

### Multiple Choice Single Answer

**Question**
What is the general principle (as per P.A.S policy of premier) of Assessment Routes?

**Correct Answer** 2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st assessor

**Your Answer** 1st Assessor-immediate superior, 2nd Assessor-HR manager

### Select The Blank

**Question**
The process of analysing jobs from which job descriptions are developed are called _______.
<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Analysis</td>
<td>Job Evaluation</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the workshop methodology, a series of diagnostic exercises through question are taken, theses are:</td>
<td>How would you critically evaluate the job rotation in your company?, What are the three good things in your performance appraisal systems?, What are the strengths &amp; weaknesses of your training policies &amp; practice?</td>
<td>What are the five bad things in your performance appraisal systems?, How would you critically evaluate the job rotation in your company?, What are the three good things in your performance appraisal systems?, What are the strengths &amp; weaknesses of your training policies &amp; practice?</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For closure government permission is required at least ________ days before the intended closure</td>
<td>90</td>
<td>45</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.</td>
<td>Employment security</td>
<td>Employment security</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
Why do employees adopt proxy system? In order to improve

**Correct Answer**
to their social status, their economic status, their psychological status

**Your Answer**
to their social status, their economic status, their psychological status

### Multiple Choice Single Answer

**Question**
What is it that can be defined as a written record of the duties, responsibilities and conditions of job.

**Correct Answer**
Job description

**Your Answer**
Job description

### Multiple Choice Single Answer

**Question**
Name one of the components systems of HRD:

**Correct Answer**
Career system

**Your Answer**
Organisation system

### True/False

**Question**
It is very easy to write grade description, as the number of jobs increases.

**Correct Answer**
False

**Your Answer**
True

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continued self development</td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Offsetting Plateauing effect</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Officiating Assignment</td>
</tr>
<tr>
<td>Need-opportunity</td>
<td>Crucial role played</td>
<td>Crucial role played by</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
What kind of Grading must be brought to the notice of the vice-president of the Company.

**Correct Answer**
Excellent, Poor

**Your Answer**
Excellent, Poor

### Multiple Choice Multiple Answer

**Question**
Name the steps that develop strategic framework for HRD

**Correct Answer**
Realistic employee development, Measurable employee development, Well costed employee development

**Your Answer**
Realistic employee development, Measurable employee development

### Multiple Choice Single Answer

**Question**
Name one of the components / elements of the flow of decisions in the Management quadrant:

**Correct Answer**
Sound Industrial relations

**Your Answer**
Collective bargaining

### Select The Blank

**Question**
At Hewlett Packard, as part of their BPR programme, the _______ directs resources from applicants to a centralised employment response centre.

**Correct Answer**
EMS

**Your Answer**
GRPS

### Multiple Choice Multiple Answer

**Question**
What are the key components of a Business Process Re-engineering Programme?

**Correct Answer**
Customer Satisfaction, Service delivery, Product development

**Your Answer**
Benchmarking, Customer Satisfaction, Product development
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer of technology does not mean merely shifting technology from one place to another</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are judgments of characteristics, traits of employees &amp; impact of these characteristics &amp; traits on their performance.</td>
<td>Appraisals</td>
<td>Appraisals</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The human resource department should move out from routine transactional activities and let IT take care of their activities.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For closure , if there is no response ( from government ) within ________ permission is deemed to have been granted</td>
<td>60</td>
<td>60</td>
</tr>
<tr>
<td>Question</td>
<td>Meanings providing the employee with necessary tools &amp; authority to overcome obstacles to achieving goals.</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>----------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Employee empowerment</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee empowerment</td>
<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>of more than 1500 managers in Dr. Odiore's study were found to be in the Work Horse category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.79</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.79</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>In the orientation phase, all participants are to submit a list of appraisers by whom they would like to be assessed.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The final step in manpower planning is to ensure that the supply will match the demand in future.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various steps considered under Factor comparison system:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs</td>
</tr>
</tbody>
</table>

**True/False**
<table>
<thead>
<tr>
<th>Question</th>
<th>The process of 360 Degree appraisal is broken into two stages - planning, implementation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Secondary</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Qualitative</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the steps to design a performance appraisal plan.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Establish performance standards</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Establish potential standards</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the key characteristics / features of a Human Resource Audit.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Providing wrong information about management</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Grievance handling about management</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>One of the importance of HRD is</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Role clarity</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**
Which systems are more scientific in the organisations, as each individual will have an individual score card.

**Correct Answer**
Appraisal

**Your Answer**
New point

### Multiple Choice Multiple Answer

**Question**
According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization & globalization?

**Correct Answer**
Be able to capitalize on global trade, Not ignore quality, Product development

**Your Answer**
Diversity rather than focus on a single area of competence, Be able to capitalize on global trade, Product development

### True/False

**Question**
Human resource Audit is full-fledged methodology to bring about a change.

**Correct Answer**
False

**Your Answer**
True

### Select The Blank

**Question**
HRD means competence building, commitment building, and ________ building.

**Correct Answer**
culture

**Your Answer**
system

### Multiple Choice Multiple Answer

**Question**
How does the people in the organisation take feedback seriously and try to benefit from the same?

**Correct Answer**
The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of
<table>
<thead>
<tr>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others, The candidate analyzes the data.</td>
</tr>
</tbody>
</table>
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizations gear most of their management succession activities to the immediate past.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why would management participation in trade union be open to opposition by a few?</td>
<td>trade union leader may feel their influence decelerated among trade union members, member may view their movement weakened with the influence of management, due to misunderstandings cropping up among leader &amp; members</td>
<td>trade union leader may feel their influence decelerated among trade union members, member may view their movement weakened with the influence of management, due to misunderstandings cropping up among leader &amp; members</td>
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**Match The Following**

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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limitation of manpower planning.</td>
<td>Inaccuracy.</td>
<td>Inaccuracy.</td>
</tr>
<tr>
<td>Manpower planning method.</td>
<td>Long range estimates of vacancies.</td>
<td>Long range estimates of vacancies.</td>
</tr>
<tr>
<td>Step involved in manpower planning</td>
<td>Selecting adequate source of recruitment.</td>
<td>Selecting adequate source of recruitment.</td>
</tr>
<tr>
<td>Name the three types of forecast</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the data required by Manpower planning from the external environment:</td>
<td>Technology, Govt. Policies &amp; regulations, Composition of work force</td>
<td>Technology, Govt. Policies &amp; regulations, Composition of work force</td>
</tr>
</tbody>
</table>

**True/False**

<table>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A major beneficiary of liberalization and consequently competition not been the consumer ..... But the industry</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Under orientation programmes, some very important issues discussed and clarified are:</td>
<td>Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?</td>
<td>Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?</td>
</tr>
<tr>
<td>Mention certain weaknesses under the grading method:</td>
<td>It is difficult to write grade description, It oversimplifies sharp differences between different jobs &amp; different grades, It is considered to be less subjective</td>
<td>It is difficult to write grade description, It oversimplifies sharp differences between different jobs &amp; different grades, It is considered to be less subjective</td>
</tr>
<tr>
<td>What are the objectives of inspection?</td>
<td>Removing defects, Consumer satisfaction, Quality product</td>
<td>Removing defects, Consumer satisfaction, Quality product</td>
</tr>
<tr>
<td>Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>When effort to earn additional income through a second job does not bear fruit, such type of efforts &amp; the consequent results may be called as -</td>
<td>Blue Moon lighting</td>
<td>Blue Moon lighting</td>
</tr>
<tr>
<td>As per the Human Development balance sheet, 1997, 45 million children</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
were out of primary school in 1995

Correct Answer: True

Your Answer: True

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>_______ are the visible amounts given for fertilizers export promotion, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Explicit subsidies</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Explicit subsidies</td>
</tr>
</tbody>
</table>

True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Employees at present need more freedom &amp; autonomy in doing the work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Besides business process re-engineering &amp; benchmarking; then are some other useful tools to bring about continuous improvement in an organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Human Resource Audit, Human Resource Accounting, Urgency Motivation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Human Resource Audit, Human Resource Accounting, Urgency Motivation</td>
</tr>
</tbody>
</table>

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>The _______ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>National Renewal Grant Fund</td>
</tr>
<tr>
<td>Your Answer</td>
<td>National Renewal Grant Fund</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country doesn't come in the way of career progression</td>
</tr>
<tr>
<td>Your Answer</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country</td>
</tr>
</tbody>
</table>
dosen't come in the way of career progression

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>There are several ways in which human resource management can strengthen relationships to accomplish organisational goals. What was one of the findings from the survey of 1996 from some Indian Experiences?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>An increasing number of human resources professionals have been included in the top management.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>An increasing number of human resources professionals have been included in the top management.</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Generally, training need identification forms a part of ________.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Management Appraisal System</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Management Appraisal System</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the causes for unsound functioning of Indian Trade unions?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Multiple unions, Category wise unions, Intra &amp; inter union rivalry</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Multiple unions, Category wise unions, Intra &amp; inter union rivalry</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The Finance Minister also expressed the government's intention to eventually raise total resource allocation for education to how much percent of the GDP in a phased manner?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.05</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.05</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Business re-engineering often shift the power base, changing the 'command - and - control' approach to ________.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>'Mobilised -and - enable'</td>
</tr>
<tr>
<td>Your Answer</td>
<td>'Mobilised -and - enable'</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Whose development plays an integral part in a Company today.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employee</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>If employee federations &amp; unions are mismanaged they-</td>
<td>Disturb the smooth functioning &amp; growth of organisations, affect industrial peace, affect effective management of personnel</td>
<td>Disturb the smooth functioning &amp; growth of organisations, affect industrial peace, affect effective management of personnel</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Succession planning is done in three time frames, those are-</td>
<td>Immediate, Intermediate, Long range</td>
<td>Immediate, Intermediate, Long range</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The function/task of ensuring that all sections are filled in, &amp; the evidence is sufficiently complete is that of the -</td>
<td>Reviewer</td>
<td>Reviewer</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name one of the processes of job evaluation</td>
<td>Select the method</td>
<td>Ranking system</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The link between sense of reality and ________ is important for proper understanding of the definition of sense of reality</td>
<td>imagination</td>
<td>imagination</td>
</tr>
</tbody>
</table>
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the limitations of HRD Audits?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Becoming more of a political game than a genuine effort for improvement, Failures of implementations, Does not give evaluation of individuals but focuses on unit &amp; systems</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Becoming more of a political game than a genuine effort for improvement, Failures of implementations, Does not give evaluation of individuals but focuses on unit &amp; systems</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The problem and challenges of continuous improvement can be effectively tackled by taking advantage of _______.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Synergy of teams</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Synergy of teams</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Union leaders at different levels &amp; at federations are elected on _______.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>democratic principle</td>
</tr>
<tr>
<td>Your Answer</td>
<td>democratic principle</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>One of the feature HRD goals are, _______ is a perishable commodity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Labour</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Labour</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job analysis</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job analysis</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The individual with a deep speed insight will not go quickly to the least of a problem.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>
Multiple Choice Single Answer
Question: What is concerned with developing a pool of candidates in line with the human resources plan
Correct Answer: Recruitment
Your Answer: Recruitment

Multiple Choice Single Answer
Question: What is the long form of CII?
Correct Answer: Confederation of Indian Industry
Your Answer: Confederation of Indian Industry

Multiple Choice Single Answer
Question: In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.
Correct Answer: Employee leasing
Your Answer: Employee leasing

Multiple Choice Single Answer
Question: Upto late seventies, how many organisations were with HRD department?
Correct Answer: Twelve
Your Answer: Nine

Multiple Choice Single Answer
Question: A programme that allows flexible entering & learning (the organisation) times for the employees is known as -
Correct Answer: Flexitime
Your Answer: Flexitime

True/False
Question: Transfer of technology does not mean merely shifting technology from one place to another
Correct Answer: True
Your Answer: True

Select The Blank
**Question**

Section _______ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>25-G</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>25-G</td>
</tr>
</tbody>
</table>

**True/False**

HRD audit is a comprehensive evaluation of the current HRD strategies, structures etc.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

What are the objectives of a quality control programme?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.</td>
</tr>
</tbody>
</table>

**Select The Blank**

A fee market economy demands a transparent set of laws and________something that the archaic Indian judicial system is ill-equipped to cope with

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>quick disposal of litigation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>quick disposal of litigation</td>
</tr>
</tbody>
</table>

**Select The Blank**

_______ are first established on the basis of job information derived from job analysis.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Grades</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reforms to be an integrated process</td>
<td>peacemeal measures do not achieve deliveries in terms of poverty</td>
</tr>
<tr>
<td>Indian subsidies</td>
<td>P. Chidambaram</td>
</tr>
<tr>
<td>------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>India's backwardness in human development</td>
<td>Primary reasons why economic growth has no impact on the level of the ordinary people</td>
</tr>
<tr>
<td>Child labour</td>
<td>poor quality of primary &amp; secondary education</td>
</tr>
</tbody>
</table>
Multiple Choice Single Answer

Question

Which systems are more scientific in the organisations, as each individual will have an individual score card.

Correct Answer
Appraisal

Your Answer
Appraisal

True/False

Question

Majority of the disputes in industries are related to the problem of wages, salaries & benefits

Correct Answer
True

Your Answer
True

Multiple Choice Multiple Answer

Question

What is Business Process Re-engineering?

Correct Answer

The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology. Encouraging enterprenewal adaptation on capabilities with stress on innovative skills & collaborative decision-making

Your Answer

The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology.
Question

Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management

Correct Answer
True

Your Answer
True

Multiple Choice Single Answer

Question

In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?

Correct Answer
Career path model

Your Answer
Career path model

Select The Blank

Question

Section ________ of the Industrial Disputes Act 1947 , states that an employer should only retrench employees who have been most recently hired.

Correct Answer
25-G

Your Answer
25-G

Multiple Choice Multiple Answer
Question

Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

Correct Answer

The first promotion, Successfully completed assignment, The first performance appraisal

Your Answer

The first promotion, Successfully completed assignment, The first performance appraisal

True/False

Question

Performance development plan is set for the employee by his immediate boss.

Correct Answer

True

Your Answer

True

Multiple Choice Single Answer

Question

Name the recruitment process which is said to be a costly affair

Correct Answer

External

Your Answer

External
Multiple Choice Single Answer

Question
What does a Supervisory Skill Level Survey entail?

Correct Answer
Method of measuring training needs of a Co's supervisors through well designed psychometric tests

Your Answer
Method of measuring training needs of a Co's supervisors through well designed psychometric tests

Multiple Choice Multiple Answer

Question
Name the three performance counselling phase.-

Correct Answer
Action Planning, Rapport building, Exploration

Your Answer
Rapport building, Exploration, Action Planning

True/False

Question
The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.

Correct Answer
True
Your Answer

False

Select The Blank

Question
The ________ provide resources to approved employment schemes in the organised & marginised sectors

Correct Answer
Employment Generation Fund
Your Answer
Employment Generation Fund

Multiple Choice Multiple Answer

Question
What are the objectives of inspection?

Correct Answer
Removing defects, Consumer satisfaction, Quality product
Your Answer
Removing defects, Consumer satisfaction, Quality product
Question

What includes in Salary Survey?

Correct Answer

Inflation indicators, Salary budget averages, Average salaries

Your Answer

Average Compensation, Inflation indicators, Average salaries

Multiple Choice Multiple Answer

Question

What are the published literature of the company which help in assessing the strengths and weakness of HRD

Correct Answer

Manual reports, Marked Handouts, Personal Manual

Your Answer

Newspaper, Manual reports, Marked Handouts

Multiple Choice Single Answer

Question

In an employees organisation the flow of decisions from the President / Secretary & Craft / Unit level Union flow to -

Correct Answer

General body of Members of employees organisations

Your Answer
Select The Blank

Question
In Indian since the liberalisation process in 19991, FDI flows have developed each year & exports are up by more than ________

Correct Answer
0.5

Your Answer
0.59

Multiple Choice Multiple Answer

Question
According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization & globalization?

Correct Answer
Be able to capitalize on global trade, Not ignore quality, Product development

Your Answer
Diversity rather than focus on a single area of competence, Be able to capitalize on global trade, Not ignore quality

True/False

Question
Through consumers participation in management, consumer will lose their rights through served technique.

Correct Answer
False
Your Answer
False

True/False
Question
Organizations gear most of their management succession activities to the immediate past.

Correct Answer
False
Your Answer
True

Select The Blank
Question
Large recruitment ________ problematic and vice-versa.

Correct Answer
Less
Your Answer
More
**Select The Blank**

Question

Union leaders at different levels & at federatoins are elected on ________

Correct Answer
democratic principle

Your Answer
democratic principle

**Multiple Choice Single Answer**

Question

When one's financial & social position is almost entirely determined by the second occupation, the extent of second jobbing may be known as :

Correct Answer

Full Moon Lighting

Your Answer

Quarter Moon lighting

**Match The Following**

Question

Correct Answer

Your Answer
Feedback

It should be data-based and not impressionistic

Rapport building

In this case there is a climate of acceptance & warmth

Exploration

In this case, the employee should appreciate his strengths & weakness.

Action Planning

In this case, the interview should end with specific plans of action for the development of the employee.

Select The Blank
Question

For closure government permission is required at least ________ days before the intended closure

Correct Answer
90

Your Answer
90

Multiple Choice Single Answer

Question

Women employees presently restrict/limit their career to selected jobs & organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -

Correct Answer

Dual career group

Your Answer

Boundrylessness career group

True/False

Question

Employees feel frustrated due to low specialisation in the work

Correct Answer

True

Your Answer

True
**True/False**

**Question**

HRD audit can also be used against the HRD department

**Correct Answer**

True

**Your Answer**

True

---

**True/False**

**Question**

Under point method, common factors to all the jobs are identified.

**Correct Answer**

True

**Your Answer**

True

---

**Multiple Choice Multiple Answer**

**Question**

What are the causes for unsound functioning of Indian Trade unions?

**Correct Answer**
Multiple unions, Category wise unions, Intra & inter union rivalry

Your Answer

Multiple unions, Intra & inter union rivalry, Over membership

**Multiple Choice Multiple Answer**

**Question**

Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogeneity in the nature of human beings. It is necessary to follow certain principles like:

**Correct Answer**

- Appraise on the basis of representative information,
- Appraise on the basis of sufficient information,
- Appraise on the basis of relevant information

Your Answer

- Appraise on the basis of sufficient information,
- Appraise on the basis of relevant information

**Select The Blank**

**Question**

In no phase of business life is ________ as important as in making promotion decisions.

**Correct Answer**

Integrity

Your Answer

Growth
Select The Blank

Question

The job evaluation programme once installed must be continued on a ________ basis.

Correct Answer
permanent

Your Answer
permanent

Multiple Choice Multiple Answer

Question

360 - Degree Appraisal is to get a broad assessment of an individual from different sources, following factors need to be watched at this stage -

Correct Answer
Individual learning, Organisational learning, Improved Individual behaviour

Your Answer
Individual learning, Organisational learning, Improved Individual behaviour

Select The Blank

Question

_________ is the pay which the employee gets based on his performance in the company as per his set role and responsibilities.

Correct Answer
Merit Pay
**True/False**

Question

Employee's organisations in India have their impact on various aspects, policies pertaining to human resources management of various industries

Correct Answer

True

Your Answer

True

---

**Multiple Choice Multiple Answer**

Question

Motorola developed an index, Individual Dignity Entitlement based on following questions:

Correct Answer

Do you have a substantive job that contributes to the success of Motorola?, Do you have a career plan and is it exciting, achievable and being acted on?, Do you have on-the-job behaviours and the knowledge base to be successful?

Your Answer

Do you have a substantive job that contributes to the success of Motorola?, Do you have a career plan and is it exciting, achievable and being acted on?, Do you have on-the-job behaviours and the knowledge base to be successful?
Multiple Choice Single Answer

Question

Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.

Correct Answer

Elliot Jacques

Your Answer

Fred Luthas

Select The Blank

Question

For closure, every worker is to be compensated with ________ average pay for every year of service completed.

Correct Answer

15 days

Your Answer

15 days

Multiple Choice Single Answer

Question

Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -

Correct Answer
15 years
Your Answer
5 years

**Match The Following**

**Question**

**Correct Answer**

**Your Answer**

"Working on your liabilities"
Life long mission
Life long mission

Assignment to some important task force or committee
Offsetting Plateauing effect
Offsetting Plateauing effect

Need-opportunity Alignment
Crucial role played by HRD
Crucial role played by HRD
Continued self development

A leadership quality

A leadership quality

---

**Multiple Choice Multiple Answer**

**Question**

Name the three important components in aligning business strategy with HR practice:

**Correct Answer**


**Your Answer**


---

**Multiple Choice Single Answer**

**Question**

When do managers lose faith in the fairness of the top management.

**Correct Answer**

Promoting from outside

**Your Answer**

Promoting from outside
Multiple Choice Single Answer

Question

Name the situation where a person takes the necessary steps at the right moment of time

Correct Answer
Action
Your Answer
Action

Select The Blank

Question

A dynamic and everchanging environment calls for a shift in approach from ________ human resource management to a proactive and innovative one.

Correct Answer
reactive
Your Answer
reactive

Multiple Choice Single Answer

Question

When was the act of absorbing & incorporating the best contemporary practices relevant to the companies needs & by whom?
Correct Answer

Xerox (mid 70's)

Your Answer

Xerox (mid 60's)
# LIST OF ATTEMPTED QUESTIONS AND ANSWERS

## Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Appraisal Process</td>
<td>Measure actual performance of appraisee through personal observation or oral &amp; written reports.</td>
<td>Measure actual performance of appraisee through personal observation or oral &amp; written reports.</td>
</tr>
<tr>
<td>Period of Appraisal</td>
<td>It coincides with the financial year of the organisation 1st Sept. to 31st Aug.</td>
<td>It coincides with the financial year of the organisation 1st Aug. to 31st July.</td>
</tr>
<tr>
<td>Winning instinct</td>
<td>&quot;Determinating to Make Things Happen&quot;</td>
<td>&quot;Determinating to Make Things Happen&quot;</td>
</tr>
<tr>
<td>Ethics of Appraisal</td>
<td>&quot;Don't appraise without knowing why the appraisal is required&quot;</td>
<td>&quot;Don't appraise without knowing why the appraisal is required&quot;</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It can be enaged that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

## Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In _______ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the essential steps with managerial walkabouts?</td>
<td>The student of management choose a subject on his own for the Managerial Walkabouts. The faculty's role is to accept or reject the subject of managerial walkabout, The faculty ensures that all 5 essentials of the proposed walkabout are inherent in the subject chosen by the student.</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</td>
<td>Career path model</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Abraham has identified seven practices of successful organisations.</td>
<td>False</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer
**Question** What are the key characteristics / features of a Human Resource Audit.
**Correct Answer** Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap
**Your Answer** Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap

### Multiple Choice Single Answer
**Question** Which pay is one of the most crucial pay given to the employee & also shown in the pay structure.
**Correct Answer** Performance
**Your Answer** Performance

### Select The Blank
**Question** Where the firm puts the proposed changes into practice is called ________ stage.
**Correct Answer** Implementation
**Your Answer** Implementation

### Select The Blank
**Question** ________ is known not to hold overly one-sided views.
**Correct Answer** Judgement
**Your Answer** Judgement

### Multiple Choice Multiple Answer
**Question** The concept of 'quality' underwent numerous refinements, which of the following pioneered such refinements?
**Correct Answer** Deming, Shewhart, Juran
**Your Answer** Deming, Shewhart, Juran

### Multiple Choice Multiple Answer
**Question** According to shroff (1995) the government needs to focus on three areas which are likely to impede the effective implementation of the economic policy, they are
**Correct Answer** Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication & political management of these measures
**Your Answer** Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication & political management of these measures

### Multiple Choice Multiple Answer
**Question** Name the three performance counselling phase.
**Correct Answer** Rapport building, Exploration, Action Planning
**Your Answer** Rapport building, Exploration, Action Planning

### True/False
**Your Answer** False
<table>
<thead>
<tr>
<th>Question</th>
<th>An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers &amp; restructuring organisational relationships.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Which kind of appraisal done separately will provide feedback on the potential of these managers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Potential appraisal</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Potential appraisal</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>For closure, if there is no response (from government) within ________ permission is deemed to have been granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>60</td>
</tr>
<tr>
<td>Your Answer</td>
<td>60</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Analysis of secondary data can give a lot of insights into the HRD assets &amp; liabilities of the company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>what are the common objections against the treatment of people as assets in a HRM system</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
</tr>
<tr>
<td>Your Answer</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>One of the importance of HRD is</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Role clarity</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Role clarity</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>At Intel the Work Force Solution Company (WFS) was framed &amp; given monopoly over business process.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>HR managers to guarantee their viability need to think themselves as -</th>
</tr>
</thead>
</table>
### Multi-choice Multiple Answer

**Question:** Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:

**Correct Answer:** Skill, Efforts, Accountability

**Your Answer:** Skill, Efforts, Accountability

### Select The Blank

**Question:** HRD ________ can be treated as a separate element for good HRD.

**Correct Answer:** department

**Your Answer:** department

### Multi-choice Single Answer

**Question:** Name the system where the required competencies are available through training, counselling etc.:

**Correct Answer:** Development

**Your Answer:** Development

### Multi-choice Single Answer

**Question:** In an employees organisation the flow of decisions from the President / Secretary of Branch Union flow to -

**Correct Answer:** President / Secretary & Craft / Unit level Union

**Your Answer:** President / Secretary & Craft / Unit level Union

### Multi-choice Multiple Answer

**Question:** Name the different types of compensations.

**Correct Answer:** Commissions, Overtime pay, Stock options

**Your Answer:** Commissions, Overtime pay, Stock options

### Multi-choice Single Answer

**Question:** Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.

**Correct Answer:** Employment security

**Your Answer:** Employment security

### Select The Blank

**Question:** Generally, training need identification forms a part of ________.

**Correct Answer:** Management Appraisal System

**Your Answer:** Management Appraisal System
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is viewed that customer should be treated as a king</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mention certain weaknesses under the grading method:</td>
<td>It is difficult to write grade description, It oversimplifies sharp differences between different jobs &amp; different grades, It is considered to be less subjective</td>
<td>It is difficult to write grade description, It oversimplifies sharp differences between different jobs &amp; different grades, It is considered to be less subjective</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.</td>
<td>Periodic appraisal</td>
<td>Periodic appraisal</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenses incurred by a firm on recruitment, training &amp; development of employees are treated as ________</td>
<td>Current costs</td>
<td>Current costs</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company</td>
<td>Secondary</td>
<td>Secondary</td>
</tr>
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**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What were the features of globalization in the Indian context?</td>
<td>Expansion of business globally, Global market accessibility, Global orientation of organisational structure</td>
<td>Expansion of business globally, Global market accessibility, Global orientation of organisational structure</td>
</tr>
</tbody>
</table>

**True/False**
The process of 360 Degree appraisal is broken into two stages - planning, implementation.

Correct Answer: False
Your Answer: False

Select The Blank
Question: In some cases, individual and group interviews are substituted by ________
Correct Answer: LSIP
Your Answer: LSIP

Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm plans the proposed changes into practice.</td>
</tr>
</tbody>
</table>

True/False
Question: Organisations should pay for the value of the job but not for the value of the person.
Correct Answer: False
Your Answer: False

Multiple Choice Single Answer
Question: Why is it found that federations & Unions constitute an important & crucial wing of an organisation?
Correct Answer: If mismanaged they affect industrial peace
Your Answer: If mismanaged they affect industrial peace

Multiple Choice Multiple Answer
Question: A Managerial Walkabouts presents the students with some basic challenges, such as -
Correct Answer: Logical Enquiry , Service , Adventure
Your Answer: Logical Enquiry , Service , Adventure

Multiple Choice Single Answer
Question: In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?
Correct Answer: As strategic business partner
Your Answer  As strategic business partner

<table>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td>LIST OF ATTEMPTED QUESTIONS AND ANSWERS</td>
</tr>
<tr>
<td>------------------------------------------</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is an inherent problem with organisations running their own educational institutes?</td>
<td>Funding from U.G.C. and State Govt.</td>
<td>Economic viability</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the various Organisational effectiveness dimensions.</td>
<td>Higher productivity, Cost reduction, More profit</td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
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<tr>
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<th>Your Answer</th>
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<tr>
<td>In an employees organisation the flow of decisions from the Working Committee flows to -</td>
<td>President / Secretary of Branch Union</td>
<td>President / Secretary &amp; Craft / Unit level Union</td>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the data required by Manpower planning from the external environment:</td>
<td>Technology, Govt. Policies &amp; regulations, Composition of work force</td>
<td>Govt. Policies &amp; regulations, Composition of work force</td>
</tr>
</tbody>
</table>

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<tr>
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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the action steps for effective Benchmarking?</td>
<td>Identifying the human resources related areas to be benchmarked. Prepare a report that documents the processes, functions, its extent &amp; result areas, Understand why such a study is being conducted</td>
<td>Identifying the human resources related areas to be benchmarked, To evolve into administrative experts who are able to create efficient HR process &amp; business process, Prepare a report that documents the processes, functions, its extent &amp; result areas</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR stands for Human Resouce Strategies</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sense of reality</td>
<td>The person will be able to maintain an objective approach to situation in which own personal involvement is considerable.</td>
<td>The ability to reformulate an apparently complicated problem into workable units.</td>
</tr>
<tr>
<td><strong>Effective leadership</strong></td>
<td><strong>Excellent relationship skills.</strong></td>
<td><strong>This requires vision to provide alternatives on which future can be based.</strong></td>
</tr>
<tr>
<td>-------------------------</td>
<td>----------------------------------</td>
<td>------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Analytical power</strong></td>
<td><strong>The ability to reformulate an apparently complicated problem into workable units.</strong></td>
<td><strong>Excellent analytical skills.</strong></td>
</tr>
<tr>
<td><strong>Creative Imagination</strong></td>
<td><strong>This requires vision to provide alternatives on which future can be based.</strong></td>
<td><strong>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</strong></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>What is concerned with developing a pool of candidates in line with the human resources plan</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Development</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>The major issue to be resolved while framing ________ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>Employees feel frustrated due to low specialisation in the work</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>What are the needs for Quality Audit?</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It facilitates and encourages supplier quality certifications systems. , It provides a benchmark as to the performance of the quality system. , It constitutes a permanent record of the progress in achieving the goals of quality.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>It provides a benchmark as to the performance of the quality system. , It acts as an appraisal system to gauge the performance of the TQM processes. , It constitutes a permanent record of the progress in achieving the goals of quality.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
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<tr>
<th><strong>Question</strong></th>
<th><strong>Under HRD, name the factors that act as motivating forces</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job enrichment , Informal organisation , Participative management</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee enrichment , Job enrichment , Participative management</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>Performance development plan is set for the employee by his immediate boss.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
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</table>
### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>After which stage many good organisation in India have entered a competitive phase</td>
<td>Liberalisation</td>
<td>Globalisation</td>
</tr>
</tbody>
</table>

### Select The Blank

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</thead>
<tbody>
<tr>
<td>In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &amp; ________.</td>
<td>Development needs for growth</td>
<td>Training needs to improve future performance.</td>
</tr>
</tbody>
</table>

### True/False

<table>
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<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment of trade unions by workers in small industries is not common</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>The HRD programmes fail due to poverty, social injustice.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

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<tr>
<td>While planning for surplus, the following are the options:</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
<td>Increase work hours, Redesign the jobs, Reassign the jobs</td>
</tr>
</tbody>
</table>

### True/False

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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the measures to overcome the HRD problems in India</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
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### Select The Blank

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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is the example of the balanced score card applications in some companies.</td>
<td>AT &amp; T</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limitation of manpower planning.</td>
<td>Inaccuracy.</td>
<td>Inaccuracy.</td>
</tr>
<tr>
<td>Manpower planning method.</td>
<td>Long range estimates of vacancies.</td>
<td>Long range estimates of vacancies.</td>
</tr>
<tr>
<td>Step involved in manpower planning</td>
<td>Selecting adequate source of recruitment.</td>
<td>Selecting adequate source of recruitment.</td>
</tr>
<tr>
<td>Name the three types of forecast</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
<td>Long, short and medium forecasts.</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name some of the strategic role of HR :</td>
<td>Successful HR department will focus on organisational performance. , HR's value will be to have the right people ready at right time. , The focus of the HR function will be human capital development &amp; organisational productivity.</td>
<td>Successful HR department will focus on organisational performance. , HR's value will be to have the right people ready at right time. , The focus of the HR function will be human capital development &amp; organisational productivity.</td>
</tr>
<tr>
<td>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</td>
<td>Selection of the right people , Good performance appraisal system , Suitable compensation plan</td>
<td>Suitable compensation plan , Selection of the right people , Good performance appraisal system</td>
</tr>
<tr>
<td>Why would management participation in trade union be open to opposition by a few?</td>
<td>trade union leader may feel thire influence decelerated among trade union members , member may view thire movement weakend with the influence of management , due to misunderstandings cropping up among leader &amp; members</td>
<td>trade union leader may feel thire influence decelerated among trade union members , member may feel thire privacy being voileted , member may view thire movement weakend with the influence of management</td>
</tr>
</tbody>
</table>

### Select The Blank

| Question                                                                 | Correct Answer                                                                 | Your Answer | 0.5 |
|--------------------------------------------------------------------------|---------------------------------------------------------------------------------|-------------|
| Employer has to pay _________ of the basic wages to the employees during the lay off period | 0.5 | 0.5 |

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>According to Ulrich (1994), today’s human resource professionals need to move towards effectively fulfilling the multiple roles of -</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees , Strategic partners , Change agents</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees , Strategic partners , Change agents</td>
</tr>
</tbody>
</table>
Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents

**True/False**

- **Question**: Monitoring and Follow-up follows the distribution of questionnaires to all assessors.
  - **Correct Answer**: True
  - **Your Answer**: True

- **Question**: Trade union is a group of two people who come to strengthen their bargaining position.
  - **Correct Answer**: False
  - **Your Answer**: False

- **Question**: Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management.
  - **Correct Answer**: True
  - **Your Answer**: True

**Multiple Choice Single Answer**

- **Question**: The key to the whole SSL programme lies in the identification of -
  - **Correct Answer**: Supervisor's weaknesses
  - **Your Answer**: Supervisor's leadership skills

**Select The Blank**

- **Question**: Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are _______
  - **Correct Answer**: avoidable circumstances
  - **Your Answer**: avoidable circumstances

**Multiple Choice Multiple Answer**

- **Question**: Succession planning is done in three time frames, those are-
  - **Correct Answer**: Immediate, Intermediate, Long range
  - **Your Answer**: Immediate, Intermediate, Long range

- **Question**: Name the different types of compensations.
  - **Correct Answer**: Commissions, Overtime pay, Stock options
  - **Your Answer**: Commissions, Overtime pay, Gratuity
<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations use ________ &amp; committee management as techniques of training &amp; development for flexitime systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job rotation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job enrichment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Performance counselling should not give a chance in discussion like -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Increments , Salaries , Rewards</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Increments , Salaries , Rewards</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>One of the feature HRD goals are, ________ is a perishable commodity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Labour</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Labour</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Large recruitment ________ problematic and vice-versa.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Less</td>
</tr>
<tr>
<td>Your Answer</td>
<td>More</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual's ultimate potential.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the recruitment process which is said to be a costly affair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>External</td>
</tr>
<tr>
<td>Your Answer</td>
<td>External</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of various ministeries , manufactures of commerce , cost account &amp; Consumer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>various ministeries , manufactures of commerce , cost account &amp; Consumer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>various ministeries , employers organisations , cost account &amp; Consumer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Traditionally, human resources has been perceived as,</th>
</tr>
</thead>
</table>


**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the same organisation, with the new policy, what is the policy if the</td>
<td>He/She will complete the appraisal</td>
<td>He/She will complete the appraisal</td>
</tr>
<tr>
<td>assessor is transferred from his/her job after Feb.</td>
<td>of those reporting to him/her &amp;</td>
<td>of those reporting to him/her &amp;</td>
</tr>
<tr>
<td></td>
<td>proceed on transfer</td>
<td>proceed on transfer</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Giving a business group exposure when the boss goes on long leave, or</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>long training etc is a good mechanism of career planning</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the Development Grade Method of career planning the selected staff for</td>
<td>two</td>
<td>two</td>
</tr>
<tr>
<td>this grade would remain there only for ________ years</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenses incurred by a firm on recruitment, training &amp; development of</td>
<td>Current costs</td>
<td>Over head costs</td>
</tr>
<tr>
<td>employees are treated as ________</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Politician as the custodian of the nation has the responsibility to</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>protect the interest of all the parties involved in the process of</td>
<td></td>
<td></td>
</tr>
<tr>
<td>organisation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What should be suggestive and not prescriptive.</td>
<td>Feedback</td>
<td>Feedback</td>
</tr>
</tbody>
</table>
**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td></td>
<td>HRD audit can also be used against the HRD department</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Why is it that today, more so than the past, employees take to Moon Lighting activities</td>
<td>Decreasing purchasing power</td>
<td>Change in expectations</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The data obtained through job analysis are recorded on what is known as job analysis sheet.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job performance refers to :-</td>
<td></td>
<td>The actual achievements compared with the objectives of the job.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Successful completion of an assigned task contributing to the organisation goals. .</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>The actual achievements compared with the objectives of the job. .</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>The actual achievements of the individual compared with the target / expectations.</td>
<td></td>
</tr>
<tr>
<td>The process of 360 Degree appraisal is broken into two stages - planning, implementation.</td>
<td>False</td>
<td>False</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>_ _ _ of managers assessed in the same study were positioned in the &quot;Stars&quot; category.</td>
<td>0.15</td>
<td>0.15</td>
<td></td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer
**Question**
The key to the whole SSL programme lies in the identification of -
**Correct Answer**
Supervisor’s weaknesses
**Your Answer**
Supervisor’s leadership skills

### True/False
**Question**
The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
**Correct Answer**
True
**Your Answer**
True

### True/False
**Question**
Transfer of technology does not mean merely shifting technology from one place to another
**Correct Answer**
True
**Your Answer**
True

### Multiple Choice Multiple Answer
**Question**
Name the appropriate method for forecasting demand which will be best suited to organisation:
**Correct Answer**
Time frame, Resources available
**Your Answer**
Time frame, Resources available, Stability

### Multiple Choice Multiple Answer
**Question**
A Managerial Walkabouts presents the students with some basic challenges, such as -
**Correct Answer**
Logical Enquiry, Service, Adventure
**Your Answer**
Logical Enquiry, Risk appetite, Adventure

### Multiple Choice Multiple Answer
**Question**
How can the limitations/ misgivings of management participation in employees organisations be overcome?
**Correct Answer**
managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings, by gaining the confidence of union leaders from the initail stages
**Your Answer**
by gaining the confidence of union leaders from the initail stages, Management should meet some of their early demands to act a peace offering, minimising misunderstandings

### Multiple Choice Single Answer
**Question**
Why is it that trade union leaders, particularly those connected with political parties may strongly oppose management participation in Trade Union? Because they are of the views that -
**Correct Answer**
Their influence is decelerated among the members.
**Your Answer**
Management may impose their thought on the members
<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ulrich (1994) says: The idea of utilising human resource as a strategic business partner is still at a level of ________ rather than reality.</td>
<td>Rhetoric</td>
<td>Rhetoric</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under phase 5, what is it that is conducted for two days or more depending on the number of participants</td>
<td>Workshop</td>
<td>Workshop</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Main contribution of HRD audit is to focus on</td>
<td>Value-adding HRD</td>
<td>Value-adding HRD</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the grading system, name the separate grades included:</td>
<td>Office, Clerical, Managerial</td>
<td>Managerial, Clerical</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>People take ________ supportively and use it for development.</td>
<td>Feedback</td>
<td>Feedback</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ________ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</td>
<td>National Renewal Grant Fund</td>
<td>Employment Generation Fund</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM concept put it on the map.</td>
<td>False</td>
<td>False</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the general principle (as per P.A.S policy of premier) of Assessment Routes?</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Your Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2nd Assessor—superior of first assessor, 2nd Assessor—superior of the 1st assessor</td>
<td>1st Assessor—immediate superior, 2nd Assessor, 360 degree approach</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long range planning are beyond eight years</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the objectives of inspection?</td>
<td>Removing defects, Consumer satisfaction, Quality product</td>
<td>Removing defects, Consumer satisfaction, Quality product</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Most HRD audit are due to failures of ________</td>
<td>Implementation</td>
<td>Implementation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the features of a managerial walkabouts in the Corporate Sector?</td>
<td>The Manager is made completely free from all other corporate responsibilities, He is full-time on the walkabout, It could mean limited resources being given to a manager to work on.</td>
<td>The Manager is made completely free from all other corporate responsibilities, He is full-time on the walkabout, He is given full freedom &amp; cannot be restrained by corporate policy.</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The supervisory skill level survey (SSL technology) essentially developed by whom?</td>
<td>J. Chapiro</td>
<td>J. Chapiro</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the system which is simple, less expensive &amp; less time consuming.</td>
<td>Ranking</td>
<td>Ranking</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In Indian since the liberalisation process in 19991, FDI flows have developed each year &amp; exports are up by more than ________</td>
<td>0.5</td>
<td>0.5</td>
</tr>
</tbody>
</table>
Multiple Choice Single Answer

Question: In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?

Correct Answer: Career path model

Your Answer: Career path model

Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Need for HRD Audit</td>
<td>It attempts to find out the future HRD needs of the company after assessing the current HRD activities &amp; inputs</td>
<td>It attempts to find out the future HRD needs of the company after assessing the current HRD activities &amp; inputs</td>
</tr>
<tr>
<td>Limitation of HRD Audit</td>
<td>It does not give evaluation of individuals but focuses on unit and systems.</td>
<td>It gives evaluation of individuals but does not focus on unit and systems.</td>
</tr>
<tr>
<td>Definition of HRD Audit</td>
<td>It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company</td>
<td>It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company</td>
</tr>
<tr>
<td>Role of HRD Audit in business improvement</td>
<td>It helps in changes in the styles of the top management</td>
<td>It helps in changes in the styles of the lower management</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer

Question: Motorola developed an index, Individual Dignity Entitlement based on following questions:

Correct Answer: Do you have a substantive job that contributes to the success of Motorola?, Do you have a career plan and is it exciting, achievable and being acted on?, Do you have on-the-job behaviours and the knowledge base to be successful?

Your Answer: Do you have a substantive job that contributes to the success of Motorola?, Do you have a career plan and is it exciting, achievable and being acted on?, Do you have internal operational measures?

True/False

Question: Under the balanced score card approach the expectation of three shareholders

Correct Answer: True

Your Answer: False

Select The Blank

Question: Large recruitment ________ problematic and vice-versa.

Correct Answer: Less

Your Answer: More
<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>HRD process variable include -</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Role clarity , Work planning , Better communication</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Role clarity , System development , Work planning</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Job specification</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Job specification</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>Correct Answer</strong></th>
<th><strong>Your Answer</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Life long mission</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Crucial role played by HRD</td>
</tr>
<tr>
<td>Need-opportunity Alignment</td>
<td>Crucial role played by HRD</td>
<td>Offsetting Plateauing effect</td>
</tr>
<tr>
<td>Continued self development</td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>mangerial</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>mangerial</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>________ are the visible amounts given for fertilizers export promotion, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Explicit subsidies</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Explicit subsidies</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>Name one of the components systems of HRD :</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Career system</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Career system</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>Leadership is difficult to define but easy to appreciate. Name some of the leadership qualities.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Personal Integrity , Technical ability , Motivator</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Personal Integrity , Motivator , Handle personal relations</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
What were the key components of the New Economic Policy?

**Correct Answer**
Liberalisation, Privatization, Market friendly state

**Your Answer**
Liberalisation, Privatization, Social Reform

---

### Select The Blank

**Question**
Some organisations use ________ & committee management as techniques of training & development for flexitime systems

**Correct Answer**
Job rotation

**Your Answer**
Job rotation

---

### True/False

**Question**
The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.

**Correct Answer**
True

**Your Answer**
True

---

### Multiple Choice Multiple Answer

**Question**
What are the major advantages of a Generic Benchmarking Technique?

**Correct Answer**
It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification

**Your Answer**
It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification

---

### Select The Blank

**Question**
The job evaluation programme once installed must be continued on a ________ basis.

**Correct Answer**
permanent

**Your Answer**
periodical

---

### Multiple Choice Single Answer

**Question**
When was the first attempt made to move a change in policies regarding business, licenses & permits operating in India

**Correct Answer**
Mid 80's

**Your Answer**
Late 80's
**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the other components that HRD discovered and brought up as newer subsystems:</td>
<td>Job rotation, Quality circles, Task forces</td>
<td>Job rotation, Quality circles, Task forces</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which practices should be linked to business goals and corporate strategy:</td>
<td>HRD &amp; HR</td>
<td>HRD &amp; HR</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to cleen its fiscal dificult ina few year, India needs to out down about 50% of subsidies in ________ goods since it yields only 10% returns</td>
<td>Non-merit</td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proper implementation and support of all management levels are not very crucial for the success of HRD audit</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years</td>
<td>two</td>
<td>two</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The link between sense of reality and ________ is important for proper understanding of the definition of sense of reality</td>
<td>imagination</td>
<td>imagination</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The process of analysing jobs from which job descriptions are developed are called ________.</td>
<td>Job Analysis</td>
<td>Job Analysis</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer
Question: What were the key components of the New Economic Policy?
Correct Answer: Liberalisation, Privatization, Market friendly state
Your Answer: Liberalisation, Privatization, Market friendly state

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD audit can also be used against the HRD department</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human resource management is responsible for getting the best people, training and providing mechanism.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essentials of a good Appraisal Plan</td>
<td>Relating scales should be constructed adequately and in accordance with the objectives.</td>
<td>Provision of feedback to subordinates to know where they stand.</td>
</tr>
<tr>
<td>Definition of Performance Appraisal</td>
<td>It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.</td>
<td>It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.</td>
</tr>
<tr>
<td>Objectives of Performance Appraisal</td>
<td>Provision of feedback to subordinates to know where they stand.</td>
<td>It is totally different from job evaluation as well as merit rating.</td>
</tr>
<tr>
<td>Feature of Performance Appraisal</td>
<td>It is totally different from job evaluation as well as merit rating.</td>
<td>Relating scales should be constructed adequately and in accordance with the objectives.</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:</td>
<td>Managerial competence</td>
<td>Managerial competence</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the needs for Quality Audit?</td>
<td>It provides a benchmark as to the performance of the quality system. , It constitutes a permanent record of the progress in achieving the goals of quality. , It facilitates and encourages supplier quality certifications systems.</td>
<td>It provides a benchmark as to the performance of the quality system. , It constitutes a permanent record of the progress in achieving the goals of quality. , It facilitates and encourages supplier quality certifications systems.</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
Under "Workshop" feedback is done on which kind of categories?

**Correct Answer**
Managerial role, Leadership styles, Behavioural qualities

**Your Answer**
Managerial role, Leadership styles, Behavioural qualities

### Multiple Choice Single Answer

**Question**
Name the method where common factors to all the jobs are identified.

**Correct Answer**
Point

**Your Answer**
Point

### Multiple Choice Multiple Answer

**Question**
Under HRD, name the factors that act as motivating forces

**Correct Answer**
Job enrichment, Informal organisation, Participative management

**Your Answer**
Job enrichment, Informal organisation, Participative management

### True/False

**Question**
Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning

**Correct Answer**
False

**Your Answer**
False

### Multiple Choice Multiple Answer

**Question**
For each question in the questionnaire, the participant gets a score from -

**Correct Answer**
Himself (as filled in self questionnaire), Colleague's score, Subordinate's score

**Your Answer**
Himself (as filled in self questionnaire), Colleague's score, Subordinate's score

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>low quality of entry level labour</td>
<td>low liberty levels &amp; lack of vocational training.</td>
<td>low liberty levels &amp; lack of vocational training.</td>
</tr>
<tr>
<td>NR Fund</td>
<td>Imparting training, re-training, skill-upgradation</td>
<td>SBU's</td>
</tr>
<tr>
<td>Lade of Political Consensus</td>
<td>resultant outcome-a gradualist approach to reform</td>
<td>poor law &amp; order</td>
</tr>
<tr>
<td>Social security net</td>
<td>protect &amp; provide for displaced employees</td>
<td>protect &amp; provide for displaced employees</td>
</tr>
</tbody>
</table>

### True/False

**Question**
The modern HR function has HRD at its core.
### Multiple Choice Multiple Answer
**Question**
Name some of the strategic role of HR:

- Correct Answer: Successful HR department will focus on organisational performance. HR's value will be to have the right people ready at right time. The focus of the HR function will be human capital development & organisational productivity.
- Your Answer: Successful HR department will focus on organisational performance. HR's value will be to have the right people ready at right time. The focus of the HR function will be human capital development & organisational productivity.

### Select The Blank
**Question**
In one organisation the joke making rounds was that managers came in vertically and went out ________

- Correct Answer: Horizontally
- Your Answer: Horizontally

### Multiple Choice Single Answer
**Question**
In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?

- Correct Answer: Exporatory stage
- Your Answer: Exporatory stage

### Multiple Choice Multiple Answer
**Question**
What includes in Salary Survey?

- Correct Answer: Inflation indicators, Salary budget averages, Average salaries
- Your Answer: Inflation indicators, Salary budget averages, Average salaries

### Multiple Choice Multiple Answer
**Question**
Name the factors which come under 'Career System' that is component system of HRD:

- Correct Answer: Career planning, Career development, Potential appraisals
- Your Answer: Career planning, Career development, Potential appraisals

### True/False
**Question**
Employees feel frustrated due to low specialisation in the work

- Correct Answer: True
- Your Answer: True

### Multiple Choice Single Answer
**Question**
When one's financial & social position is almost entirely determined by the second occupation, the extent of second jobbing may be known as:

- Correct Answer: 
- Your Answer: 
Correct Answer | Full Moon Lighting
---|---
Your Answer | Full Moon Lighting

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the person who lacks the other basic qualities can lead others in the wrong direction.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Leader</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Leader</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>The role of the organisation in career planning is to introduce &amp; strengthen systems to ensure ________ of employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career Progression</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Career Progression</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>________ means every employee is an active participant in goal attainment.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employee involvement</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee empowerment</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Under point method, common factors to all the jobs are identified.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Stephen Knauf defined HRA as &quot; the measurement &amp; ________ of Human organisational inputs such as recruitment , training experience &amp; commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Qualification</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Qualification</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the situation where a person takes the necessary steps at the right moment of time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Action</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Action</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three important components in aligning business strategy with HR practice:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>What are the key characteristics / features of a Human Resource Audit.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Employee competency check list , Evaluation by HR department in conjunction with internal customers. , To find the competency gap</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Measures the cost involved in hiring, training, developing employees. , Employee competency check list , To find the competency gap</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Trade union is a group of two people who come to strengthen their bargaining position.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>HRD should be series of adhoc decisions and practices.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>One of the feature HRD goals are, ________ is a perishable commodity</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Labour</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Labour</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Career path model</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Career path model</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Name one of the steps to design a performance appraisal plan.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Establish performance standards</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Establish performance standards</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Name the recruitment process which is said to be a costly affair</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>External</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>External</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>A strong ________ can have a lasting effect and provide sustenance to an organisation.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Culture</td>
<td>Culture</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer of technology does not mean merely shifting technology from one place to another</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the cases for unsound functioning of Indian Trade unions?</td>
<td>Multilpe unions, Category wise unions, Intra &amp; inter union rivalry</td>
<td>Multilpe unions, Category wise unions, Intra &amp; inter union rivalry</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business re-engineering often shift the power base, changing the 'command - and - control' approach to ________.</td>
<td>'Mobilised -and - enable'</td>
<td>'Mobilised -and - enable'</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each participant, a schedule is kept regarding the feedback he has been getting, for every questionnair that is received, what is it that is included -</td>
<td>The name of the participant to whom it is addressed, The working relationship of the rater is recorded throughout the exercise.</td>
<td>The name of the participant to whom it is addressed, The working relationship of the rater is recorded throughout the exercise, The name of the assessor to whom it is addressed.</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is route to be followed in order to realise vision and overall purpose.</td>
<td>Strategy</td>
<td>Strategy</td>
</tr>
</tbody>
</table>
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Multiple Choice Single Answer
Question What is step1 / phase1 of a 360 degree Feedback approach?
Correct Answer Orientation
Your Answer Orientation

Select The Blank
Question While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.
Correct Answer manegerial
Your Answer manegerial

Select The Blank
Question HRD ________ is in methodology of evaluating various elements of HRD.
Correct Answer Audit
Your Answer Audit

Multiple Choice Multiple Answer
Question What are the objectives of a quality control programme?
Correct Answer Improvement in standard of goods with very little increase in cost of production,
Improvement in minimizing wastages,
Conformance with desired standards.
Your Answer Improvement in standard of goods with very little increase in cost of production,
Improvement in minimizing wastages,
Conformance with desired standards.

Select The Blank
Question In one organisation the joke making rounds was that managers came in vertically and went out ________
Correct Answer Horizontally
Your Answer Horizontally

Multiple Choice Single Answer
Question What can give significant inputs about existing state of accountability of employees.
Correct Answer HRD audit
Your Answer HRD audit

Multiple Choice Single Answer
Question What is one of the major reasons for a perceived rise in number of moon - lights in the coming future?
Correct Answer Change in values & expectations.
Your Answer Change in values & expectations.

True/False
Question In the Grid Seminars, stress is laid on teaching.
Correct Answer False
Your Answer False

Multiple Choice Single Answer
Question Which system emphasis a lot on the need to motivate people
Correct Answer Human Resource Development
Your Answer Human Resource Development

True/False
Question Majority of the disputes in industries are related to the problem of wages, salaries & benefits
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question Name the first three phases that make up the process of the feedback exercise -
Correct Answer Questionnaire distribution, Participants orientation, Monitoring & follow up
Your Answer Participants orientation, Questionnaire distribution, Monitoring & follow up

Select The Blank
Question ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer Rapport building
Your Answer Rapport building

Match The Following
Question Correct Answer Your Answer
Merit pay It is based on performance in the company as per his set roles. It is based on performance in the company as per his set roles.
Stock Options It is issued to the employees to be a shareholder in the company. It is issued to the employer to be a shareholder in the company.
Commissions It is assigned on completion of targets set. It is assigned on completion of targets set.
Dearness Allowance It compensates with the price index. It compensates with the price index.

Multiple Choice Single Answer
Question Whose study provides that one create appropriate HRD climate only through good practices.
Correct Answer Abraham
Your Answer Abraham

Multiple Choice Single Answer
Question Which systems are more scientific in the organisations, as each individual will have an individual score card.
Correct Answer Appraisal
Your Answer Appraisal

Multiple Choice Single Answer
Question The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:
Correct Answer Managerial competence
Your Answer Managerial competence

Match The Following
Question Correct Answer Your Answer
low quality of entry livel labour low liberty levels & lack of vocatinal training. low liberty levels & lack of vocatinal training.
NR Fund Imparting training, re-training, skill-upgradation Imparting training, re-training, skill-upgradation
Lade of Political Consensus resultant outcome-a gradualist approach to reform resultant outcome-a gradualist approach to reform
Social security net protect & provide for displaced employees protect & provide for displaced employees

True/False
Question Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question Name the three important components in aligning business strategy with HR practice:
Select The Blank
Question  Generally, training need identification forms a part of ________.
Correct Answer  Management Appraisal System
Your Answer  Management Appraisal System

True/False
Question  An employee sponsor, the HR manager plays an integral role in organisational success.
Correct Answer  True
Your Answer  True

Multiple Choice Multiple Answer
Question  Despite what problems faced, India managed to implement economic restructuring?
Correct Answer  inbalanced wealth distribution, inefficient services, clootic political scenario
Your Answer  inbalanced wealth distribution, inefficient services, clootic political scenario

Multiple Choice Single Answer
Question  One of the importance of HRD is
Correct Answer  Role clarity
Your Answer  Role clarity

True/False
Question  Workers and trade unions never participate in the management of human resources
Correct Answer  False
Your Answer  False

True/False
Question  Objective of performance appraisal system is to identify the developmental needs of each employee.
Correct Answer  True
Your Answer  True

Multiple Choice Multiple Answer
Question  Under the 'Point rating system' name the important steps mentioned:
Correct Answer  Construction of the yardsticks, Wage survey, Designing wage structure.
Your Answer  Construction of the yardsticks, Wage survey, Designing wage structure.

Multiple Choice Multiple Answer
Question  Name the data required by Manpower planning from the external environment:
Correct Answer  Technology, Govt. Policies & regulations, Composition of work force
Your Answer  Technology, Govt. Policies & regulations, Composition of work force

Multiple Choice Multiple Answer
Question  According to Gurucharan Das what should Indian companies focus its effort to emerge as winners in the light of the liberalization & globalization?
Correct Answer  Be able to capitalize on global trade, Not ignore quality, Product development
Your Answer  Be able to capitalize on global trade, Not ignore quality, Product development

Multiple Choice Single Answer
Question  What does a Supervisory Skill Level Survey entail?
Correct Answer  Method of measuring training needs of a Co's supervisors through well designed psychometric tests
Your Answer  Method of measuring training needs of a Co's supervisors through well designed psychometric tests

Multiple Choice Multiple Answer
Question  Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:
Correct Answer  Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors
Your Answer  Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors
Your Answer Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

Multiple Choice Multiple Answer
Question Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?
Correct Answer The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country don’t come in the way of career progression
Your Answer The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country don’t come in the way of career progression

True/False
Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer False

Multiple Choice Single Answer
Question The key to the whole SSL programme lies in the identification of -
Correct Answer Supervisor's weaknesses
Your Answer Supervisor's weaknesses

True/False
Question The reviewer has the prime role of recording major appraisal details.
Correct Answer False
Your Answer False

Select The Blank
Question People take ______ supportively and use it for development.
Correct Answer Feedback
Your Answer Feedback

Multiple Choice Multiple Answer
Question What were the unmet deliverables of the economic refructing or what were its put falls?
Correct Answer unmet social objectives, status of small-scale industries, advantage MNC's had over their Indian competitions
Your Answer unmet social objectives, status of small-scale industries, advantage MNC's had over their Indian competitions

Multiple Choice Single Answer
Question Why is it that trade union leaders, particularly those connected with political parties may strongly oppose management participation in Trade Union? Because they are of the views that -
Correct Answer Their influence is decelerated among the members.
Your Answer Their influence is decelerated among the members.

Multiple Choice Multiple Answer
Question According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -
Correct Answer Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents
Your Answer Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents

True/False
Question Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer True
Your Answer True

Select The Blank
Question  The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________.
Correct Answer One & half to about 3 months
Your Answer One & half to about 3 months

Multiple Choice Single Answer
Question  At a certain stage the upward mobility stops for many employees. This is inescapable in view of pyramid organisation structure. This phenomenon is called:  
Correct Answer Plateauing
Your Answer Plateauing

Select The Blank
Question  A strategy based on superior service is very powerful as the ________ is high  
Correct Answer value added
Your Answer value added

Select The Blank
Question  A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficult in a few year, India needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns  
Correct Answer Non-merit
Your Answer Non-merit

True/False
Question  Organizations gear most of their management succession activities to the immediate past.  
Correct Answer False
Your Answer False

Select The Blank
Question  Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________  
Correct Answer avoidable circumstances
Your Answer avoidable circumstances

Select The Blank
Question  The major issue to be resolved while framing ________ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.  
Correct Answer Recruitment
Your Answer Recruitment

Multiple Choice Multiple Answer
Question  Name the various steps considered under Factor comparison system:  
Correct Answer Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs
Your Answer Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

True/False
Question A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.
Correct Answer True
Your Answer True

True/False
Question Counselling involves a one to one discussion between the participant and administrator.
Correct Answer True
Your Answer True

True/False
Question Federation & unions at few levels are managed on the lines of management of a political body
Correct Answer False
Your Answer True

Multiple Choice Single Answer
Question The Main contribution of HRD audit is to focus on
Correct Answer Value-adding HRD
Your Answer Value-adding HRD

True/False
Question Federation & unions at few levels are managed on the lines of management of a political body
Correct Answer False
Your Answer True

Multiple Choice Single Answer
Question TISCO is one Indian Organisation which, historically, has taken the lead in following a proactive approach to progressive personnel policies. In which year did TISCO induce an eight hour workday?
Correct Answer 1912
Your Answer 1918

Match The Following
Question Correct Answer Your Answer
Merit pay It is based on performance in the company as per his set roles. It is based on performance in the company as per his set roles.
Stock Options It is issued to the employees to be a shareholder in the company. It compensates with the supply index.
Commissions It is assigned on completion of targets set. It is assigned on completion of targets set.
Dearness Allowance It compensates with the price index. It is issued to the employer to be a shareholder in the company.

Select The Blank
Question The ________ provide resources to approved employment schemes in the organised & marginised sectors
Correct Answer Employment Generation Fund
Your Answer Employment Generation Fund

Select The Blank
Question ________ is a difficult exercise, therefore it should be done with care.
Correct Answer Potential appraisal
Your Answer Performance appraisal

Multiple Choice Single Answer
Question What are judgments of characteristics, traits of employees & impact of these characteristics & traits on their performance.
Correct Answer: **Appraisals**

Your Answer: Feedback

Select The Blank
Question: While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.
Correct Answer: managerial
Your Answer: managerial

Select The Blank
Question: On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.
Correct Answer: method
Your Answer: method

Multiple Choice Multiple Answer
Question: What are the elements of a quality control system?
Correct Answer: A means of measurement of accomplishment, A means of standard, A comparison of actual results with the standard.
Your Answer: A means of measurement of accomplishment, A comparison of actual results with the standard, A means of continuous improvement.

True/False
Question: The dimensions of the Human Resources portfolio matrix do not have the same form as for product & market portfolio.
Correct Answer: False
Your Answer: False

Multiple Choice Multiple Answer
Question: What are the published literature of the company which help in assessing the strengths and weakness of HRD?

Multiple Choice Single Answer
Question: On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?
Correct Answer: To set wages
Your Answer: To set wages

Multiple Choice Multiple Answer
Question: What is the role played by management representatives while participating in trade union administration?
Correct Answer: Advisory, monitoring information, providing ideas and opinions
Your Answer: Advisory, monitoring information, providing ideas and opinions

Multiple Choice Multiple Answer
Question: Through the BPR Programme an experience a sense of ownership in a company only if the organisation believes in:
Correct Answer: Caring (honest & open communication & mutual support), Sharing (with teams having a common objectives), Daring (encouraging enterpreneurial adaptation capabilities)
Your Answer: Sharing (with teams having a common objectives), Caring (honest & open communication & mutual support)

Multiple Choice Multiple Answer
Question: What are the objectives of a quality control programme?
Correct Answer: Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.
Your Answer Improvement in minimizing wastages. An effective inspection & control system. Conformance with desired standards.

Multiple Choice Multiple Answer
Question Name the various Organisational effectiveness dimensions.
Correct Answer Higher productivity, Cost reduction, More profit
Your Answer Higher productivity, Cost reduction, More profit

Select The Blank
Question For closure government permission is required at least ________ days before the intended closure
Correct Answer 90
Your Answer 30

Multiple Choice Multiple Answer
Question What are the cases for unsound functioning of Indian Trade unions?
Correct Answer Multiple unions, Category wise unions, Intra & inter union rivalry
Your Answer Multiple unions, Category wise unions, Intra & inter union rivalry

True/False
Question HRD audit can give significant inputs about existing stage of accountability of employees.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Which practices should be linked to business goals and corporate strategy:
Correct Answer HRD & HR
Your Answer HRD & HRM

Multiple Choice Multiple Answer
Question While planning for a period of five years, the expected loss situation can be evaluated in terms of:
Correct Answer Retirement, Transfer, Death
Your Answer Retirement, Transfer, Additions

Match The Following
Question Correct Answer Your Answer
Job analysis
It is one of the job evaluation process which finds out relevant facts.
It is one of the job evaluation process which finds out relevant facts.

Non-quantitative job evaluation category. Simple ranking and grading are placed under such category. It is considered to be complex to cos. as it is not understood by all.

Quantitative job evaluation Point system and factor comparison methods are placed under such category. Simple ranking and point system are placed under such category.

The beneficiaries to business firms by job evaluation
It enables Cos. to get data in local wage surveys to establish job classification.
It enables Cos. to get data in local wage surveys to establish job classification.

Select The Blank
Question The job evaluation programme once installed must be continued on a ________ basis.
Correct Answer permanent
Your Answer monthly

Select The Blank
Question A dynamic and everchanging environment calls for a shift in approach from ________ human resource management to a proactive and innovative one.
Correct Answer reactive
Your Answer conservative

True/False
Question Representatives of the consumers association besides the representatives of employees & employers have to participate in the meeting of collective bargaining
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question According to Lahiry what is the simple act of comparison & learning for organisational improvement?
Correct Answer Benchmarking
Your Answer Benchmarking

Multiple Choice Multiple Answer
Question Name of the various HRD score card:
Correct Answer HRD systems maturity score, Competency score, HRD competencies systems maturity score
Your Answer HRD systems maturity score, Competency score, HRD competencies systems maturity score

Multiple Choice Multiple Answer
Question What are the general characteristics of a Technical - functional competence?
Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
Your Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants

Select The Blank
Question Stephen Knauf defined HRA as " the measurement & ________ of Human organisational inputs such as recruitment, training experience & commitment"
Correct Answer Qualification
Your Answer Monitoring

Multiple Choice Single Answer
Question Name one of the processes of job evaluation
Correct Answer Select the method
Your Answer Select the method

True/False
Question Federations & unions constitute not only a part of organisations but also an important and crucial wing of them
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Secretary & Craft / Unit level Union flow to -
Correct Answer General body of Members of employees organisations
Your Answer General body of Members of employees organisations

Select The Blank
Question The whole process of conducting a 360 - Degree Feedback process in any Organisation could last about ________.
Correct Answer One & half to about 3 months
Your Answer One & half to about 3 months

Multiple Choice Single Answer
Question The function/task of ensuring that all sections are filled in, & the evidence is sufficiently complete is that of the -
Correct Answer Reviewer
Your Answer Assessor

True/False
Question HRD should be series of adhoc decisions and practices.
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question What are the uses of the 'Balanced Score Card' as a strategic management system?
Correct Answer It is used to clarify & translate vision & strategy , It is used as a management tool. , It is used to enhance strategic feedback and learning curves.
Your Answer It is used to clarify & translate vision & strategy , It is used as a management tool. , It is used to enhance strategic feedback and learning curves.

Multiple Choice Single Answer
Question When employees takes up other occupation & spend more or less 70% of their time & resources for their business or industrial unit. Second job activity to this extent may be called as :
Correct Answer Three quarter Moon Lighting
Your Answer Full Moon Lighting

Multiple Choice Single Answer
Question Who is the person who should always remain away from Doppelganger effect.
Correct Answer Chief Executive
Your Answer Employee

Multiple Choice Multiple Answer
Question Within the establishment stage of the career development cycle, what are very important occasions for a young employee?
Correct Answer The first promotion , Successfully completed assignment , The first performance appraisal
Your Answer The first promotion , Successfully completed assignment , The first performance appraisal

True/False
Question Off-line quality control consists of all control activities that are conducted externally to the production system.
Correct Answer True
Your Answer False

Select The Blank
Question ________ are first established on the basis of job information derived from job analysis.
Correct Answer Grades
Your Answer Discription

Multiple Choice Single Answer
Question Name the system which is simple, less expensive & less time consuming.
Correct Answer Ranking
Your Answer Ranking

True/False
Question Majority of the disputes in industries are related to the problem of wages, salaries & benefits
Correct Answer True
Your Answer True
Select The Blank

Question: HRD department is also included as an ________ of HRD.
Correct Answer: **Instruments**
Your Answer: Strategies
**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>The data obtained through job analysis are recorded on what is known as job analysis sheet.</th>
</tr>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
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<tr>
<td>Your Answer</td>
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<table>
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<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Which kind of literature identifies a number of systems &amp; subsystems?</th>
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<tr>
<td>Correct Answer</td>
<td>HRD</td>
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<tr>
<td>Your Answer</td>
<td>HRD</td>
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</tbody>
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<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>A fee market economy demands a transparent set of laws and ________something that the archaic Indian judicial system is ill-equipped to cope with</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>quick disposal of litigation</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>a set of social security legislation</td>
<td></td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Essentials of effective QC’s :</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Prompt approval, Regular communication, Unconditional support</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Prompt approval, Regular communication, Unconditional support</td>
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<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>It is said that versatility will be the key factor in determining employee value with following factors:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Technology, Leadership, Motivation</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Technology, Leadership, Motivation</td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>True/False</th>
<th>Question</th>
<th>The job falling under the same grade get different wage scale.</th>
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</thead>
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<tr>
<td>Correct Answer</td>
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<td></td>
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<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Rs. 5 lakh</td>
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<tr>
<td>Your Answer</td>
<td>Rs. 5 lakh</td>
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<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Some questions that every corporation needs to address are as follows:-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>How well are HR practices linked to business goals, Are good HR practices &amp; HRD systems &amp; processes being designed, Are the systems internally sound consistent &amp; relevant</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>How well are HR practices linked to business goals, Are good HR practices &amp; HRD systems &amp; processes being designed, Are the systems internally sound consistent &amp; relevant</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Question If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</td>
<td></td>
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<tr>
<td>Correct Answer</td>
<td>False</td>
<td></td>
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<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Question What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Flexi work</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Flexitime</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Question Through consumers participation in management, consumer will lose their rights through served technique</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
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<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Question Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in.-</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Supportive atmosphere, Empathetic atmosphere, Setting goals</td>
<td></td>
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<tr>
<td>Your Answer</td>
<td>Supportive atmosphere, Empathetic atmosphere, Setting goals</td>
<td></td>
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<tr>
<td>True/False</td>
<td>Question Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
<td></td>
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<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Question In a re-engineering programme, when a process changes so does the ______ of the concerned employee.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>job profile</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>job profile</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Question Under the pre-Interview preparation it is useful to note the key points</td>
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<tr>
<td>Correct Answer</td>
<td>Paper</td>
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<tr>
<td>Your Answer</td>
<td>Paper</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Question Which system emphasis a lot on the need to motivate people</td>
<td></td>
</tr>
</tbody>
</table>
Correct Answer: Human Resource Development
Your Answer: Human Resource Development

Select The Blank
Question: The whole process of conducting a 360-Degree Feedback process in any Organisation could last about _______.
Correct Answer: One & half to about 3 months
Your Answer: One & half to about 3 months

Select The Blank
Question: _______ is the example of the balanced score card applications in some companies.
Correct Answer: AT & T
Your Answer: AT & T

Select The Blank
Question: A strong ________ can have a lasting effect and provide sustenance to an organisation.
Correct Answer: Culture
Your Answer: Vision

Multiple Choice Multiple Answer
Question: Within the establishment stage of the career development cycle, what are very important occasions for a young employee?
Correct Answer: The first promotion , Successfully completed assignment , The first performance appraisal
Your Answer: The first promotion , Successfully completed assignment , The first performance appraisal

Select The Blank
Question: _______ is known not to hold overly one-sided views.
Correct Answer: Judgement
Your Answer: Judgement

Select The Blank
Question: _______ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer: Rapport building
Your Answer: Rapport building

Match The Following
Question
Correct Answer
Your Answer
---
Group goals Vs. Organisational goals
Course organisational Politics
Course organisational Politics
Better decisions about people based on improved information system
HRA benefits
HRA benefits
Standard cost method
value of human resources for accounting purposes
value of human resources for accounting purposes
It is endemic to every organisation regardless of size, function or character of ownership.

| Organisational politidering | HRA model |

### Multiple Choice Single Answer

**Question** The Main contribution of HRD audit is to focus on

**Correct Answer** Value-adding HRD

**Your Answer** Value-function HRD

### Select The Blank

**Question** The ______ provide resources to approved employment schemes in the organised & marginised sectors

**Correct Answer** Employment Generation Fund

**Your Answer** National Renewal Grant Fund

### Multiple Choice Single Answer

**Question** Traditionally, human resources has been perceived as,

**Correct Answer** Bureacratic

**Your Answer** Lazziz-faire

### Multiple Choice Multiple Answer

**Question** How can the limitations/ misgivings of management participation in employees organisations be overcome ?

**Correct Answer** by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings

**Your Answer** by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings

### Select The Blank

**Question** Federation & union at all levels are managed on the lines of management of ______

**Correct Answer** A political body

**Your Answer** A social organisation

### Multiple Choice Single Answer

**Question** HR managers to guarantee their viability need to think themselves as -

**Correct Answer** Strategic partners

**Your Answer** Strategic partners

### Multiple Choice Multiple Answer

**Question** What are the general characteristics of a Technical - functional competence?

**Correct Answer** Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants

**Your Answer** Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
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<th>True/False</th>
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<tbody>
<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
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<tr>
<td><strong>Your Answer</strong></td>
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<tr>
<td><strong>Question</strong></td>
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</table>
**Multiple Choice Single Answer**

**Question**
Accounting is a management science group, what are the managers perceived as,

- Correct Answer: Decision-maker
- Your Answer: Decision-maker

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continued self development</td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Life long mission</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Officiating Assignment</td>
</tr>
<tr>
<td>Need-opportunity Alignment</td>
<td>Crucial role played by HRD</td>
<td>Success formula</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

**Question**
Name the internal operational measures dealing with how well HR practices are designed and delivered:

- Correct Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.
- Your Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

**Multiple Choice Multiple Answer**

**Question**
Under HRD, name the factors that act as motivating forces

- Correct Answer: Job enrichment, Informal organisation, Participative management
- Your Answer: Job enrichment, Informal organisation, Participative management

**True/False**

**Question**
The reviewer has the prime role of recording major appraisal details.

- Correct Answer: False
- Your Answer: False

**True/False**

**Question**
Trade union is a group of two people who come to strengthen their bargaining position.

- Correct Answer: False
- Your Answer: True

**Multiple Choice Multiple Answer**

**Question**
Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of

- Correct Answer: various ministeries, manufactures of commerce, cost account & Consumer
- Your Answer: employers organisations, manufactures of commerce, cost account & Consumer
<table>
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<th>Participation of management' representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -</th>
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<td>Your Answer</td>
<td>Disharmony in individual &amp; organisational goal balance.</td>
</tr>
</tbody>
</table>
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

True/False
Question The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Which kind of literature identifies a number of systems & subsystems?
Correct Answer HRD
Your Answer HRD

Select The Blank
Question A fee market economy demands a transparent set of laws and________somthing that the archaic Indian judicial system is ill-equipped to cope with
Correct Answer quick disposal of litigation
Your Answer a set of social security legislation

Multiple Choice Multiple Answer
Question Essentials of effective QC's :-
Correct Answer Prompt approval, Regular communication, Unconditional support
Your Answer Prompt approval, Regular communication, Unconditional support

Multiple Choice Multiple Answer
Question It is said that versality will be the key factor in determining employee value with following factors :
Correct Answer Technology, Leadership, Motivation
Your Answer Technology, Leadership, Motivation

True/False
Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer True

Select The Blank
Question Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto ________
Correct Answer Rs. 5 lakh
Your Answer Rs. 5 lakh

Multiple Choice Multiple Answer
Question Some questions that every corporation needs to address are as follows:-
Correct Answer How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant
Your Answer How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant

True/False
Question If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.
Correct Answer False
Your Answer True

Multiple Choice Single Answer
Question What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?
Correct Answer Flexi work
True/False
Question Through consumers participation in management, consumer will lose their rights through
served technique
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question Performance counselling refers to the help provided by a manager to his subordinates, it
attempts to help the employee in.-
Correct Answer Supportive atmosphere, Empathetic atmosphere, Setting goals
Your Answer Supportive atmosphere, Empathetic atmosphere, Setting goals

True/False
Question Monitoring and Follow-up follows the distribution of questionnaires to all assessors.
Correct Answer True
Your Answer True

Select The Blank
Question In a re-engineering programme, when a process changes so does the ________ of the
concerned employee.
Correct Answer job profile
Your Answer job profile

Multiple Choice Single Answer
Question Under the pre-Interview preparation it is useful to note the key points
Correct Answer Paper
Your Answer Paper

Multiple Choice Single Answer
Question Which system emphasis a lot on the need to motivate people
Correct Answer Human Resource Development
Your Answer Human Resource Development

Select The Blank
Question The whole process of conducting a 360 - Degree Feedback process in any Organisation
could last about ________.
Correct Answer One & half to about 3 months
Your Answer One & half to about 3 months

Select The Blank
Question ________ is the example of the balanced score card applications in some companies.
Correct Answer AT & T
Your Answer AT & T

Select The Blank
Question A strong ________ can have a lasting effect and provide sustenance to an organisation.
Correct Answer Culture
Your Answer Vision

Multiple Choice Multiple Answer
Question Within the establishment stage of the career development cycle, what are very important
occasions for a young employee?
Correct Answer The first promotion, Successfully completed assignment, The first performance
appraisal
Your Answer The first promotion, Successfully completed assignment, The first performance
appraisal
Select The Blank
Question ________ is known not to hold overly one-sided views.
Correct Answer Judgement
Your Answer Judgement

Select The Blank
Question ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer Rapport building
Your Answer Rapport building

Match The Following
Question Correct Answer Your Answer
Group goals Vs. Organisational goals Course organisational Politics Course organisational Politics
Better decisions about people based on improved information system HRA benefits HRA benefits
Standard cost method value of human resources for accounting purposes value of human resources for accounting purposes
It is "endemic to every organisation regardless of size, function or character of ownership Organisational politidering HRA model

Multiple Choice Single Answer
Question The Main contribution of HRD audit is to focus on
Correct Answer Value-adding HRD
Your Answer Value-function HRD

Select The Blank
Question The ________ provide resources to approved employment schemes in the organised & marginised sectors
Correct Answer Employment Generation Fund
Your Answer National Renewal Grant Fund

Multiple Choice Single Answer
Question Traditionally, human resources has been perceived as,
Correct Answer Bureacratic
Your Answer Lazziz-faire

Multiple Choice Multiple Answer
Question How can the limitations/ misgivings of management participation in employees organisations be overcome ?
Correct Answer by gaining the confidence of union leaders from the initail stages , managements should educate the members about the concept & value in strengthening union functioning , minimising misunderstandings
Your Answer by gaining the confidence of union leaders from the initail stages , managements should educate the members about the concept & value in strengthening union functioning , minimising misunderstandings

Select The Blank
Question Federation & union at all levels are managed on the lines of management of ________
Correct Answer A political body
Your Answer A social organisation

Multiple Choice Single Answer
Question HR managers to guarantee their viability need to think themselves as -
Correct Answer: Strategic partners
Your Answer: Strategic partners

Multiple Choice Multiple Answer
Question: What are the general characteristics of a Technical - functional competence?
Correct Answer: Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
Your Answer: Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants

Multiple Choice Single Answer
Question: Which practices are service related and human resources related?
Correct Answer: Organisational
Your Answer: Organisational

True/False
Question: Organizations gear most of their management succession activities to the immediate past.
Correct Answer: False
Your Answer: False

Multiple Choice Multiple Answer
Question: Name the three performance counselling phase.-
Correct Answer: Rapport building, Exploration, Action Planning
Your Answer: Rapport building, Exploration, Action Planning

Select The Blank
Question: In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance & _______.
Correct Answer: Development needs for growth
Your Answer: Development needs for growth

True/False
Question: HRD should be series of adhoc decisions and practices.
Correct Answer: False
Your Answer: False

True/False
Question: Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.
Correct Answer: True
Your Answer: True

Multiple Choice Single Answer
Question: In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -
Correct Answer: "Swim or Sink approach"
Your Answer: Job rotation

Multiple Choice Multiple Answer
Question: In an interview Method of Training Need identification, what do the Questions asked need to outline?
Correct Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.
Your Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.
Multiple Choice Single Answer
Question Accounting is a management science group, what are the managers perceived as,
Correct Answer Decision-maker
Your Answer Decision-maker

Excel Text

Match The Following
Question Correct Answer Your Answer
Continued self development A leadership quality A leadership quality
"Working on your liabilities" Life long mission Life long mission
Assignment to some important task force or committee Offsetting Plateauing effect Officiating Assignment
Need-opportunity Alignment Crucial role played by HRD Success formula

Multiple Choice Multiple Answer
Question Name the internal operational measures dealing with how well HR practices are designed and delivered:
Correct Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.
Your Answer Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

Multiple Choice Multiple Answer
Question Under HRD, name the factors that act as motivating forces
Correct Answer Job enrichment, Informal organisation, Participative management
Your Answer Job enrichment, Informal organisation, Participative management

True/False
Question The reviewer has the prime role of recording major appraisal details.
Correct Answer False
Your Answer False

True/False
Question Trade union is a group of two people who come to strengthen their bargaining position.
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Multiple Choice Multiple Answer
Question Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of
Correct Answer various ministeries, manufactures of commerce, cost account & Consumer
Your Answer employess organisations, manufactures of commerce, cost account & Consumer

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Question Participation of management’ representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -
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Your Answer To exchange their contradictory views

Multiple Choice Single Answer
Question What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?
Correct Answer Disharmony in individual & organisational goal balance.
Your Answer Disharmony in individual & organisational goal balance.
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<td>What are judgments of characteristics, traits of employees &amp; impact of these characteristics &amp; traits on their performance.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Appraisals</td>
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<td><strong>Your Answer</strong></td>
<td>Appraisals</td>
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<td>The belief that a human resource, when put through different management development programmes, is converted into a good management resources is supported by which common approach?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Manufacturing approach</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Walk about approach</td>
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<td>Name the steps that develop strategic framework for HRD</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Realistic employee development , Measurable employee development , Well costed employee development</td>
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<td>Human resource management is responsible for getting the best people, training and providing mechanism.</td>
</tr>
<tr>
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<td>True</td>
</tr>
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<td>On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?</td>
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<td><strong>Correct Answer</strong></td>
<td>To set wages</td>
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<td><strong>Your Answer</strong></td>
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<td>False</td>
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<p>| Multiple Choice Multiple Answer |  |</p>
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<tr>
<th>Question</th>
<th>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</th>
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</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
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<td>Your Answer</td>
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</table>

**Multiple Choice Multiple Answer**

<table>
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<tr>
<th>Question</th>
<th>According to shroff (1995) the government needs to focus on three areas which are likely to impede the effective implementation of the economic policy, they are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of these measures</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inadequate institutional reform, lack of directional support, Inadequacies in the communication &amp; political management of these measures</td>
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**Select The Blank**

<table>
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<th>Question</th>
<th>People take ________ supportively and use it for development.</th>
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<tr>
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<td>Paper</td>
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**True/False**

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<tr>
<th>Question</th>
<th>The HRD programmes fail due to poverty, social injustice.</th>
</tr>
</thead>
<tbody>
<tr>
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**Multiple Choice Single Answer**

<table>
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<tr>
<th>Question</th>
<th>Name the method where common factors to all the jobs are identified.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
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<td>Your Answer</td>
<td>Point</td>
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**Multiple Choice Single Answer**

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<tr>
<th>Question</th>
<th>Name the technique used by the point system and factor comparison system to list the job.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Quantitative</td>
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<td>Your Answer</td>
<td>Quantitative</td>
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<th>Question</th>
<th>______ is route to be followed in order to realise vision and overall purpose.</th>
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<td>Strategy</td>
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**Multiple Choice Single Answer**

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<th>Name the system which is simple, less expensive &amp; less time consuming.</th>
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<td>Ranking</td>
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<td>Ranking</td>
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<th>In _______ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
<tr>
<td>Your Answer</td>
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**Multiple Choice Multiple Answer**

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<th>Question</th>
<th>what are the common objections against the treatment of people as assets in a HRM system</th>
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<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
</tr>
<tr>
<td>Your Answer</td>
<td>It does not recognise the human side human side to mgmt side to side to mgmt of human resources, it may not be recognised by tax laws, There is no assurance of future benefits</td>
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**Select The Blank**

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<th>______ should reinforce positive behaviour.</th>
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**Multiple Choice Single Answer**

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<th>Question</th>
<th>Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -</th>
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<tr>
<td>Correct Answer</td>
<td>15 years</td>
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<tr>
<td>Your Answer</td>
<td>5 years</td>
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**Multiple Choice Multiple Answer**

<table>
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<th>Question</th>
<th>There are companies where the HR department lists out the raters by choosing randomly from the participant's list of work related employees. Each rater receives an envelop having the following: :-</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
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<tr>
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<td></td>
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<td>----------------</td>
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<td><strong>Question</strong></td>
<td>Abraham has identified seven practices of successful organisations.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
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<tr>
<td><strong>Your Answer</strong></td>
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<tr>
<td><strong>Question</strong></td>
<td>What are the main issues stressed out throughout the workshop?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Openness to feedback, Developmental attitude</td>
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<td><strong>Your Answer</strong></td>
<td>Openness to feedback, Developmental attitude</td>
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<td>What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.</td>
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<tr>
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<td>Job analysis</td>
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<tr>
<td><strong>Your Answer</strong></td>
<td>Job evaluation</td>
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<td>A major beneficiary of liberalization and consequently competition not been the consumer ..... But the inustry</td>
</tr>
<tr>
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<td><strong>Your Answer</strong></td>
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<td>The liberalization swept through the nation bringing in a new era which compelled Indian business to value up from shumber &amp; reassess its assumption. The characteristics were that of</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>a complete or perish situation</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>a complete or perish situation</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker &amp; participation in management</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the needs for Quality Audit?</td>
<td>It provides a benchmark as to the performance of the quality system. It constitutes a permanent record of the progress in achieving the goals of quality. It facilitates and encourages supplier quality certification systems.</td>
<td>It provides a benchmark as to the performance of the quality system. It constitutes a permanent record of the progress in achieving the goals of quality. It facilitates and encourages supplier quality certification systems.</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the system where the required competencies are available through training, counselling etc.:</td>
<td>Development</td>
<td>Development</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The process of analysing jobs from which job descriptions are developed are called</td>
<td>Job Analysis</td>
<td>Job Analysis</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>No worker employed in any industry who has been in continuous service for more than , can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people</td>
<td>1 year</td>
<td>1 year</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -</td>
<td>&quot;Swim or Sink approach&quot;</td>
<td>&quot;Swim or Sink approach&quot;</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?</td>
<td>It's own approach to problem solving technique</td>
<td>Open-ended discussion</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Life long mission</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Offsetting Plateauing effect</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>-----------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Need-opportunity Alignment</td>
<td>Crucial role played by HRD</td>
<td>Crucial role played by HRD</td>
</tr>
<tr>
<td>Continued self development</td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question**
HR managers to guarantee their viability need to think themselves as -

**Correct Answer**
Strategic partners

**Your Answer**
Strategic partners

**Select The Blank**

**Question**
While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.

**Correct Answer**
managerial

**Your Answer**
managerial

**True/False**

**Question**
Counselling involves a one to one discussion between the participant and administrator.

**Correct Answer**
True

**Your Answer**
True

**Multiple Choice Multiple Answer**

**Question**
Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer**
The first promotion, Successfully completed assignment, The first performance appraisal

**Your Answer**
The first promotion, Successfully completed assignment, The first performance appraisal

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long range</td>
<td>Beyond 5 years</td>
<td>Beyond 5 years</td>
</tr>
<tr>
<td>Business plans</td>
<td>Data from within the organization</td>
<td>Data from within the organization</td>
</tr>
<tr>
<td>Immediate</td>
<td>Within 1 year</td>
<td>Within 1 year</td>
</tr>
<tr>
<td>Intermediate</td>
<td>1 year to 5 years</td>
<td>1 year to 5 years</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question**
How can management representatives essentially help employees' organisations?

**Correct Answer**
Formulation of plans & providing information
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the processes of job evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Select the method</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Point method</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>It is very easy to write grade description, as the number of jobs increases.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which would be contributed from budgetary support</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rs. 2000 crores</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rs. 2000 crores</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>For closure, if there is no response (from government) within ________, permission is deemed to have been granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>60</td>
</tr>
<tr>
<td>Your Answer</td>
<td>60</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Financial difficulties, accumulation of stock, expiry of license or lease &amp; exhaustion of natural resources are not considered valid reasons for closure as there are ________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>avoidable circumstances</td>
</tr>
<tr>
<td>Your Answer</td>
<td>avoidable circumstances</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>The________ can be made using a checklist of questions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Observation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Observation</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Performance development plan is set for the employee by his immediate boss.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
<tr>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Trade union is a group of two people who come to strengthen their bargaining position.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Question</strong></td>
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<tr>
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<tr>
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<table>
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<tr>
<th>Multiple Choice Single Answer</th>
</tr>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
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<tbody>
<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
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<td><strong>Your Answer</strong></td>
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<table>
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<tr>
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<tbody>
<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
</tbody>
</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It can be enaued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed :</td>
<td>Search for security</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the factors which come under 'Career System' that is component system of HRD:</td>
<td>Career development, Potential appraisals, Career planning</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The job falling under the same grade get different wage scale.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.</td>
<td>Elliot Jecques</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On the basis of job elements and organisational demand an appropriate __________ of job evaluation should be selected.</td>
<td>method</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concept suggested by Elliot Jecques.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
</tr>
<tr>
<td>Job Factors enumerated as :</td>
<td>Effort, responsibility, skill, working conditions</td>
<td>Effort, responsibility, skill, working conditions</td>
</tr>
</tbody>
</table>
Wage survey: It places all evaluated jobs according to point in terms of money.

Designing wage structure: Similar jobs are grouped and treated as a job class.

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations use _________ &amp; committee management as techniques of training &amp; development for flexitime systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job rotation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job rotation</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>The audit has forced which level of Management to share their plans across their organisation resulting in increased involvement of employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Top</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Top</td>
</tr>
</tbody>
</table>

True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Employees at present need more freedom &amp; autonomy in doing the work</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>TISCO is one Indian Organisation which, historically, has taken the lead in following a proactive approach to progressive personnel policies. In which year did TISCO induce an eight hour workday?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>1912</td>
</tr>
<tr>
<td>Your Answer</td>
<td>1912</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Federations may invite the management’s representatives to participate in working committee meetings. Who would the unions at the department / divisional level invite to attend such meetings?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Divisional / departmental manager &amp; personnel manager.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Divisional / departmental manager &amp; personnel manager.</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Job performance refers to: -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The actual achievements compared with the objectives of the job.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Successful completion of an assigned task contributing to the organisation goals, The actual achievements compared with the objectives of the job, The actual achievements of the individual compared with the target / expectations.</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :</td>
<td>Half Moon lighting</td>
<td>Blue Moon lighting</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>True / False</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the various HRD values like :</td>
<td>Openness , Trust , Autonomy</td>
<td>Openness , Trust , Autonomy</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each participant, a schedule is kept regarding the feedback he has been getting, for every questionnair that is received, what is it that is included -</td>
<td>The name of the participant to whom it is addressed , The working relationship of the rater is recorded throughout the exercise. , The name of the assessor to whom it is addressed. , The name of the administrator to whom it is addressed.</td>
<td>The working relationship of the rater is recorded throughout the exercise. , The name of the assessor to whom it is addressed. , The name of the administrator to whom it is addressed.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the three important components in aligning business strategy with HR practice:</td>
<td>Organisational Capabilities , Business Strategy , Human Resource Practices</td>
<td>Business Strategy , Organisational Strategy , Organisational Capabilities</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Succession planning is done in three time frames, those are-</td>
<td>Immediate , Intermediate , Long range</td>
<td>Immediate , Intermediate , Long range</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation of management' representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -</td>
<td>To exchange their contradictory views</td>
<td>To realise each others faults</td>
</tr>
</tbody>
</table>

**Select The Blank**
<table>
<thead>
<tr>
<th>Question</th>
<th>The ________ provide resources to approved employment schemes in the organised &amp; marginised sectors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employment Generation Fund</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employment Generation Fund</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>__________ assignment can also be recommended for career development.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rotational</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Mandatory</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>One of the feature HRD goals are, ________ is a perishable commodity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Labour</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Labour</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ are the visible amounts given for fertilizers export promotion, etc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Explicit subsidies</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Explicit subsidies</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Self-questionnaires is to be filled by whom?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Participant</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Participant</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Stephen Knauf defined HRA as &quot;the measurement &amp; ________ of Human organisational inputs such as recruitment, training experience &amp; commitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Qualification</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Qualification</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under point method, common factors to all the jobs are identified.</th>
</tr>
</thead>
</table>
### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:</td>
<td>Creative imagination , Sense of reality , Effective leadership</td>
<td>Creative imagination , Sense of reality , Effective leadership</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organisations should pay for the value of the job but not for the value of the person.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ultimate goal of all job related training.</td>
<td>Long-term improvement.</td>
<td>Long-term improvement.</td>
</tr>
<tr>
<td>Problem children</td>
<td>High potential</td>
<td>High potential</td>
</tr>
<tr>
<td>Concentration of developmental activities on certain categories</td>
<td>Gets the best results</td>
<td>Gets the best results</td>
</tr>
<tr>
<td>Creativity &amp; Practical skills</td>
<td>Walkabout challenges</td>
<td>Walkabout challenges</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the recruitment process which is said to be a costly affair</td>
<td>External</td>
<td>External</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:</td>
<td>Managerial competence</td>
<td>Disfunctional competence</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?</td>
<td>Exporatory stage</td>
<td>Establishment stage</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>At a certain stage the upword mobility stops for many employees. This is inescapable in view of pyramid organisation structure. This phenomenon is called:</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Plateauing</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Plateauing</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
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<tr>
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<tr>
<td><strong>Correct Answer</strong></td>
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<td><strong>Your Answer</strong></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Multiple Choice Multiple Answer</th>
</tr>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
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<td><strong>Your Answer</strong></td>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
</tbody>
</table>
### LIST OF ATTEMPTED QUESTIONS AND ANSWERS

#### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Generally, training need identification forms a part of ________.</td>
<td>Management Appraisal System</td>
<td>Career Planning</td>
</tr>
</tbody>
</table>

#### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm checks the old system against strategy.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm plans the proposed changes into practice.</td>
</tr>
</tbody>
</table>

#### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In recent times, which department and head of the same usually initiates the manpower plan.</td>
<td>HR department</td>
<td>HR department</td>
</tr>
</tbody>
</table>

#### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>____ leads to conflict between various departments is a functional organisation</td>
<td>The lack of appreciation for the constraints of other department</td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
</tbody>
</table>

#### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human resource Audit is full-fledged methodology to bring about a change.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

#### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Despite what problems faced, India managed to implement economic restructuring?</td>
<td>inbalanced wealth distribution, inefficient services, clootic political scenario</td>
<td>inbalanced wealth distribution, redundant bureaucracy, inefficient services</td>
</tr>
</tbody>
</table>

#### Multiple Choice Single Answer
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the primary objective behind SSL?</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
<td>To objectively measure training needs</td>
</tr>
<tr>
<td>True/False</td>
<td>The HRD programmes fail due to poverty, social injustice.</td>
<td>True</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer Question</td>
<td>What was the expenditure of the States on human resource development in 1992-93 ?</td>
<td>Rs 1,29,020 million</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Rs 1,29,020 million</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rs 1,23,100 million</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Eight members is considered to be the norm as to the no. of members constituting a QC-</td>
<td>True</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Select The Blank</td>
<td>The major issue to be resolved while framing ________ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer Question</td>
<td>What is Business Process Re-engineering?</td>
<td>The ability of an organisation to step back &amp; rethink the way it does business, Focus on all form business components: strategy, business process, people and technology, Encouraging enterprenewal adaptation on capabilities with stress on innovative skills &amp; collaborative decision-making</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>The ability of an organisation to step back &amp; rethink the way it does business, Focus on all form business components: strategy, business process, people and technology, Encouraging enterprenewal adaptation on capabilities with stress on innovative skills &amp; collaborative decision-making</td>
<td>Process re-design &amp; system re-engineering, The ability of an organisation to step back &amp; rethink the way it does business, Focus on all form business components: strategy, business process, people and technology.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Process re-design &amp; system re-engineering, The ability of an organisation to step back &amp; rethink the way it does business, Focus on all form business components: strategy, business process, people and technology.</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer Question</td>
<td>Succession planning is done in three time frames, those are-</td>
<td>Immediate, Intermediate, Long range</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Immediate, Intermediate, Long range</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Immediate, Intermediate, Long range</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>-----------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Analysis of _______ data can give a lot of insights into the HRD assets and liabilities of the company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Secondary</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Quantitative</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>While planning for surplus, the following are the options:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Reduce work hours , Redesign the jobs , Reassign the jobs</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Increase work hours , Redesign the jobs</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under point method, common factors to all the jobs are identified.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Following a flexible working hours principle employees of one management institute have to work from 8.30AM to 2.30PM i.e. six hours a day. What is the first 2 hours at work established as where the employees may choose for doing their class work?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Flexible band</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Flexible band</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD means competence building, commitment building, and ________ building.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>culture</td>
</tr>
<tr>
<td>Your Answer</td>
<td>culture</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ are first established on the basis of job information derived from job analysis.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Grades</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Discription</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

| Question | Name the bank which was one of the earliest organisations in India to try Sensitivity |


training based interventions in the 60's:

Correct Answer  
State Bank of India

Your Answer  
State Bank of India

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective leadership, organisational readiness &amp; style of implementation.</td>
<td>Re-engineering requisites for success.</td>
<td>An organisational Benchmarking Technique</td>
</tr>
<tr>
<td>&quot;The attitude of a learner&quot;</td>
<td>Successful Benchmarking</td>
<td>Re-engineering requisites for success.</td>
</tr>
<tr>
<td>Analysis of various systems or functions common across different types of industry.</td>
<td>Generic Benchmarking</td>
<td>Competitive benchmarking</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

**Question**  
What kind of Grading must be brought to the notice of the vice-president of the Company.

Correct Answer  
Excellent, Poor

Your Answer  
Excellent, Poor

**True/False**

**Question**  
As per the Human Developent balance sheet, 1997, 45 million children were out of primary school in 1995

Correct Answer  
True

Your Answer  
True

**Select The Blank**

**Question**  
________ are the visible amounts given for fertilizers export promotion, etc.

Correct Answer  
Explicit subsidies

Your Answer  
Explicit subsidies

**Multiple Choice Single Answer**

**Question**  
Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -

Correct Answer  
15 years

Your Answer  
5 years

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>How would the representative of consumer association be able to make a difference in the consumerism movement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>At Intel the Work Force Solution Company (WFS) was framed &amp; given monopoly over business process.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>method</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>method</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the situation where a person takes the necessary steps at the right moment of time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Action</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Debate</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various Organisational effectiveness dimensions.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The_______ can be made using a checklist of questions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Observation</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Questionnaire method</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>According to Shroff (1995) the government needs to focus on three areas which are likely to impede the effective implementation of the economic policy, they are</th>
</tr>
</thead>
</table>
### Correct Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of these measures</td>
<td>Inadequate institutional reform, lack of directional support, Inadequacies in the communication &amp; political management of these measures</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is not necessary that the subordinate should feel free to participate without fear in the process of review &amp; feedback.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
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<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>Under the workshop methodology, a series of diagnostic exercises through question are taken, theses are:</td>
<td>How would you critically evaluate the job rotation in your company? , What are the three good things in your performance appraisal systems? , What are the strengths &amp; weaknesses of your training policies &amp; practice?</td>
<td>What are the five bad things in your performance appraisal systems? , How would you critically evaluate the job rotation in your company? , What are the strengths &amp; weaknesses of your training policies &amp; practice?</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In which approach towards training and development stress is to be given on learning rather than on teaching?</td>
<td>Agricultural approach</td>
<td>Walk about approach</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the need for HRA?</td>
<td>No information about organisation human resource is available to manager in conventional accounting, the measure of the income which are provided in conventional statements do not accurately reflect the level of business performance, if the value of human resources is not duly reported in the P&amp;L A/c &amp; balance sheet impact of mgt decision of human asset can not be gauged</td>
<td>conventional treatment investment of human resources may not lead erosion of investor interest thus thire is a need for HRA, the measure of the income which are provided in conventional statements do not accurately reflect the level of business performance, if the value of human resources is not duly reported in the P&amp;L A/c &amp; balance sheet impact of mgt decision of human asset can not be gauged</td>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD ________ is in methodology of evaluating various elements of HRD.</td>
<td>Audit</td>
<td>Audit</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>One of the feature HRD goals are, _________ is a perishable commodity</td>
<td>Labour</td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>What is the essentially the most important principle of any Human Resource Development Activity?</td>
<td>Self development.</td>
<td>An interest for development has to be created within the Manager</td>
</tr>
<tr>
<td>On recruitment, clarification are sought on which kind of issues?</td>
<td>Strategies of finding new talent. , Opening expected in the next five years. , Current system of recruitment.</td>
<td>Strategies of finding new talent. , Strategies of business linkages of HRD. , Current system of recruitment.</td>
</tr>
<tr>
<td>Name the first three phases that make up the process of the feedback exercise -</td>
<td>Participants orientation , Questionnaire distribution , Monitoring &amp; follow up</td>
<td>Participants orientation , Questionnaire distribution , Monitoring &amp; follow up</td>
</tr>
<tr>
<td>When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :</td>
<td>Half Moon lighting</td>
<td>Half Moon lighting</td>
</tr>
<tr>
<td>The function/task of ensuring that all sections are filled in, &amp; the evidence is sufficiently complete is that of the -</td>
<td>Reviewer</td>
<td>Performance Appraisal team</td>
</tr>
<tr>
<td>Collecting bargainig is an institutional process for solving problems arising directly out of employee-worker relationships</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>Why is it that today, more so than the past, employees take to Moon Lighting activities</td>
<td>Decreasing purchasing power</td>
<td>Decreasing purchasing power</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
For each participant, a schedule is kept regarding the feedback he has been getting, for every questionnaire that is received, what is it that is included -

**Correct Answer**
The name of the participant to whom it is addressed, the working relationship of the rater is recorded throughout the exercise.

**Your Answer**
The name of the participant to whom it is addressed, the working relationship of the rater is recorded throughout the exercise.

### Multiple Choice Multiple Answer

**Question**
Under the grading system, name the separate grades included:

**Correct Answer**
Office, Clerical, Managerial

**Your Answer**
Office, Clerical, Managerial

### Multiple Choice Single Answer

**Question**
What are to be processed at a central place of the administrator

**Correct Answer**
Questionnaires

**Your Answer**
Questionnaires

### Multiple Choice Single Answer

**Question**
When one’s financial & social position is almost entirely determined by the second occupation, the extent of second jobbing may be known as:

**Correct Answer**
Full Moon Lighting

**Your Answer**
Full Moon Lighting

### Multiple Choice Multiple Answer

**Question**
A culture having which factors as its bedrocks is highly suitable for 360 degree appraisal.

**Correct Answer**
Openness, Authenticity, Confrontation

**Your Answer**
Openness, Authenticity, Confrontation

### Select The Blank

**Question**
Employer has to pay ________ of the basic wages to the employees during the lay off period

**Correct Answer**
0.5

**Your Answer**
0.5

### Multiple Choice Single Answer

**Question**
On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?

**Correct Answer**
To set wages

**Your Answer**
To set wages
**Question**  
Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:

**Correct Answer**  
Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

**Your Answer**  
Supervision & leadership, Co-operation & association outside the line of authority, Probability & consequences of errors

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arthur</td>
<td>He studied the impact of two different management approaches on the productivity of steel mills.</td>
<td>He studied the survival rate of 136 non-financial companies.</td>
</tr>
<tr>
<td>Macduffie</td>
<td>He studied 70 automobile plants representing 24 companies from 17 different countries.</td>
<td>He studied the impact of two different management approaches on the productivity of steel mills.</td>
</tr>
<tr>
<td>Huselied</td>
<td>He used 2 scales- one to measure employee skills and the second to measure employee motivation.</td>
<td>He used one scale i.e. to measure employee skills.</td>
</tr>
<tr>
<td>Welbourne and Andrews</td>
<td>He studied the survival rate of 136 non-financial companies.</td>
<td>He studied 80 automobile plants representing 24 companies from 18 different countries.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the component/elements of a flow of decisions in employees organisations?</td>
<td>Providing wrong information about management, Promotional Opportunities, Grievance Procedure</td>
<td>Providing wrong information about management, Promotional Opportunities</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It can be enaged that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance appraisals can not be fair unless the appraiser is clear in his mind about the job requirements.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A major beneficiary of liberalization and consequently competition not been the consumer ... But the inustry</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>Question</td>
<td>Mention the objectives of Job evaluation</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>-----------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>To maintain complete description of each occupation in the entire plant, To promote accurate consideration of all employees for advancement and transfer, To promote information for work organisation, employees section etc.</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>To maintain complete description of each occupation in the entire plant, To promote accurate consideration of all employees for advancement and transfer, To ensure that like wages are paid to all qualified employees on unlike work.</td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Creative imagination, Sense of reality, Effective leadership</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Sense of reality, Effective leadership, Effective sensibility</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The functioning of federations and unions has its impact on human resources management of various industries &amp; organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under training and development plan, the form is to be prepared in ________ form.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Duplicate</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Structured</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What was the total budgetary allocation made towards education as a vehicle for social transformate on by the then Minister of Finance, Yashwant Sinha in the 1998 budge?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rs 70,470 million</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rs 1,23,100 million</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>40</td>
</tr>
<tr>
<td>Your Answer</td>
<td>45</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the balanced score card approach the expectation of three shareholders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td>------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>A multi-Rate Appraisal and feedback system is essentially</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>a 360 degree Appraisal</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>a 360 degree Appraisal</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>How many numbers of phases make up the process of the feedback?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>5</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Name the steps that develop strategic framework for HRD</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Who is the person who should always remain away from Doppelganger effect.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Chief Executive</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Employee</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Besides raising prices, consumers are also victimized by the processes &amp; trades by way of</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>adulteration, poisoning, under weightage</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>adulteration, uneconomic production process, under weightage</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Factor comparison system consists of selection of key jobs.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>The first HRD department in the Indian corporate sector was started in which year?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>1975</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>1975</td>
</tr>
</tbody>
</table>

| Select The Blank                                      |                                                                 |

### Question
Section ________ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.

**Correct Answer**
25-G

**Your Answer**
25-G

### Multiple Choice Single Answer
**Question**
What is the long form of CII?

**Correct Answer**
Confederation of Indian Industry

**Your Answer**
Confederation of Indian Industry

### Select The Blank
**Question**
The factors coming under Discipline & Attendance are Time keeping and ________.

**Correct Answer**
Obedience

**Your Answer**
Punctuality

### Multiple Choice Multiple Answer
**Question**
Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogeneity in the nature of human beings. It is necessary to follow certain principles like:

**Correct Answer**
Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information

**Your Answer**
Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information

### Multiple Choice Single Answer
**Question**
Name the person who lacks the other basic qualities can lead others in the wrong direction.

**Correct Answer**
Leader

**Your Answer**
Leader

### Select The Blank
**Question**
The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which would be contributed from budgetary support.

**Correct Answer**
Rs. 2000 crores

**Your Answer**
Rs. 2000 crores

### True/False
**Question**
Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management.

**Correct Answer**
True

**Your Answer**
True
**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>A_______ having openness, trust, authenticity as its bed rock is highly suitable for 360 - degree appraisal.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Culture</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Culture</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>The link between sense of reality and _________ is important for proper understanding of the definition of sense of reality</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>imagination</td>
</tr>
<tr>
<td>Your Answer</td>
<td>performance</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What were the elements of the liberalization Movement?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Abolishion of licensing, MRTP limit, Foreign Investment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>MRTP limit, Open economy, Foreign Investment</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ultimate goal of all job related training.</td>
<td>Long-term improvement.</td>
<td>Long-term improvement.</td>
</tr>
<tr>
<td>Problem children</td>
<td>High potential</td>
<td>High potential</td>
</tr>
<tr>
<td>Concentration of developmental activities on certain categories</td>
<td>Gets the best results</td>
<td>Performance appraisal systems</td>
</tr>
<tr>
<td>Creativity &amp; Practical skills</td>
<td>Walkabout challenges</td>
<td>Gets the best results</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Such a first attempt was made by the Congrece Government, but who was the main person behind such a revolution in policies?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Narasinha Rao</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rajiv Gandhi</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>_________ is indicated by work effort and it should be continuous.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Commitment</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
What are the elements of a quality control system?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A means of measurement of accomplishment, A means of standard, A comparision of actual results with the standard.</td>
<td>A means of measurement of accomplishment, A comparision of actual results with the standard, A means of continous improvement.</td>
</tr>
</tbody>
</table>

### True/False

**Question**
The relationship between good HR practices and organisational effectiveness is very simple.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**
Women employees presently restrict / limit their career to selected jobs & organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dual career group</td>
<td>Boundrylessness career group</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**
What were the features of globalization in the Indian content?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expansion of business globally, Global market accessability, Global orientation of organisational structure</td>
<td>Expansion of business globally, Global orientation of organisational structure</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**
In ______ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>LARSEN &amp; TUBRO LTD.</td>
<td>Sandoz (India) ltd.</td>
</tr>
</tbody>
</table>

**Question**
360 -Degree Feedback enhances the quality of ________ decisions.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR</td>
<td>HRM</td>
</tr>
</tbody>
</table>
# LIST OF ATTEMPTED QUESTIONS AND ANSWERS

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting is a management science group, what are the managers perceived as,</td>
<td>Decision-maker</td>
<td>Decision-maker</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the measures to overcome the HRD problems in India</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

<table>
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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within the establishment stage of the career development cycle, what are very important occasions for a young employee?</td>
<td>The first promotion, Successfully completed assignment, The first performance appraisal</td>
<td>The first promotion, Successfully completed assignment, The first performance appraisal</td>
</tr>
</tbody>
</table>

## Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In a re-engineering programme, when a process changes so does the ________ of the concerned employee.</td>
<td>job profile</td>
<td>job profile</td>
</tr>
</tbody>
</table>

## Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>No worker employed in any industry who has been in continuous service for more than ________ , can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people</td>
<td>1 year</td>
<td>1 year</td>
</tr>
</tbody>
</table>

## Match The Following

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<td>Huselied</td>
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<td>Welbourne and Andrews</td>
<td>He studied the survival rate of 136 non-financial companies.</td>
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</tr>
</tbody>
</table>
## Multiple Choice Multiple Answer

**Question**
Name the various HRD outcomes variables:

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Better organisational health, Better developed roles, Better utilisation of human resources</td>
<td>Better organisational health, Better developed roles, Better utilisation of human resources</td>
</tr>
</tbody>
</table>

## Select The Blank

**Question**
Most HRD audit are due to failures of ________.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implementation</td>
<td>Implementation</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

**Question**
Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogenity in the nature of human beings. It is necessary to follow certain principles like:

<table>
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<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information</td>
<td>Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

**Question**
What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flexi work</td>
<td>Flexi work</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

**Question**
The differences in which kind of faiths among the people is hurdle in the HRD

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Religious</td>
<td>Religious</td>
</tr>
</tbody>
</table>

## True/False

**Question**
Organisations should pay for the value of the job but not for the value of the person.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

**Question**
The scheme of participation of consumer representative is impracticable, difficult & not feasible in the present circumstances owing to

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>illiteracy levels, possible opposition from employees &amp; then unions, Negligence on part of the consumer</td>
<td>illiteracy levels, possible opposition from employees &amp; then unions, Negligence on part of the consumer</td>
</tr>
</tbody>
</table>
### Select The Blank

**Question**  
________ is the example of the balanced score card applications in some companies.

**Correct Answer**  
AT & T

**Your Answer**  
AT & T

### True/False

**Question**  
Abraham has identified seven practices of successful organisations.

**Correct Answer**  
False

**Your Answer**  
True

**Question**  
Employees at present need more freedom & autonomy in doing the work

**Correct Answer**  
True

**Your Answer**  
True

**Question**  
The functioning of federations and unions has its impact on human resources management of various industries & organisation

**Correct Answer**  
True

**Your Answer**  
True

### Multiple Choice Single Answer

**Question**  
What is concerned with developing a pool of candidates in line with the human resources plan

**Correct Answer**  
Recruitment

**Your Answer**  
Recruitment

### True/False

**Question**  
The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.

**Correct Answer**  
True

**Your Answer**  
True

### Multiple Choice Multiple Answer

**Question**  
List the basic managerial skills:

**Correct Answer**  
To supervise, To stimulate, To motivate

**Your Answer**  
To supervise, To stimulate, To motivate
### Multiple Choice Multiple Answer

**Question**: Name the steps that develop strategic framework for HRD

**Correct Answer**: Realistic employee development, Measurable employee development, Well costed employee development

**Your Answer**: Realistic employee development, Measurable employee development, Well costed employee development

### True/False

**Question**: The dimensions of the Human Resources portfolio matrix do not have the same form as for product & market portfolio.

**Correct Answer**: False

**Your Answer**: False

### Select The Blank

**Question**: The role of the organisation in career planning is to introduce & strengthen systems to ensure ______ of employees

**Correct Answer**: Career Progression

**Your Answer**: Career Progression

### Multiple Choice Multiple Answer

**Question**: Under HRD, name the factors that act as motivating forces

**Correct Answer**: Job enrichment, Informal organisation, Participative management

**Your Answer**: Job enrichment, Informal organisation, Participative management

### Multiple Choice Multiple Answer

**Question**: Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:

**Correct Answer**: Suitable compensation plan, Selection of the right people, Good performance appraisal system

**Your Answer**: Suitable compensation plan, Selection of the right people, Good performance appraisal system

### Multiple Choice Single Answer

**Question**: Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -

**Correct Answer**: 15 years

**Your Answer**: 15 years

### Multiple Choice Single Answer

**Question**: Every employee also has a succession plan to him, which is also known as -

**Correct Answer**: Shadow planning

**Your Answer**: Shadow planning
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Multiple Choice Single Answer</strong>&lt;br&gt;Name one of the drawbacks that can take place while designing the form-&lt;br&gt;The rating scale are ambiguous&lt;br&gt;The rating scale are ambiguous</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Select The Blank</strong>&lt;br&gt;For closure, if there is no response (from government) within ________ permission is deemed to have been granted</td>
<td>60</td>
<td>60</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong>&lt;br&gt;For each question in the questionnaire, the participant gets a score from -&lt;br&gt;Himself (as filled in self questionnaire), Colleague's score, Subordinate's score</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong>&lt;br&gt;How would human resource management be used as a business development tool?</td>
<td>Infusing professionalism &amp; dynamism</td>
<td>Infusing professionalism &amp; dynamism</td>
</tr>
<tr>
<td><strong>True/False</strong>&lt;br&gt;Human resource Audit is full-fledged methodology to bring about a change.</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong>&lt;br&gt;Name the first three phases that make up the process of the feedback exercise -&lt;br&gt;Participants orientation, Questionnaire distribution, Monitoring &amp; follow up</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong>&lt;br&gt;When effort to earn additional income through a second job does not bear fruit, such type of efforts &amp; the consequent results may be called as -&lt;br&gt;Blue Moon lighting</td>
<td>Blue Moon lighting</td>
<td>Blue Moon lighting</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong>&lt;br&gt;Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country doesn't come in the way of career progression.

**Multiple Choice Single Answer**

**Question:** What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?

**Correct Answer:** Moon-lighting

**Your Answer:** Moon-lighting

**Select The Blank**

**Question:** HRD ________ is in methodology of evaluating various elements of HRD.

**Correct Answer:** Audit

**Your Answer:** Audit

**Select The Blank**

**Question:** ________ of managers assessed in the same study were positioned in the "Stars" category.

**Correct Answer:** 0.15

**Your Answer:** 0.15

**Multiple Choice Single Answer**

**Question:** One of the importance of HRD is

**Correct Answer:** Role clarity

**Your Answer:** Role clarity

**True/False**

**Question:** Federations & unions constitute not only a part of organisations but also an important and crucial wing of them

**Correct Answer:** True

**Your Answer:** True

**Select The Blank**

**Question:** In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years

**Correct Answer:** two

**Your Answer:** two

**Multiple Choice Single Answer**

**Question:** Which system emphasis a lot on the need to motivate people
<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Human Resource Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The &quot;Zero defects&quot; concept defined TQM as -</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>The system to be used is prevention.</td>
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<td>Your Answer</td>
<td>The system to be used is prevention.</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD department is also included as an ________ of HRD.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Instruments</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Stakeholders</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>A dynamic and everchanging environment calls for a shift in approach from ________ human resource management to a proactive and innovative one.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>reactive</td>
</tr>
<tr>
<td>Your Answer</td>
<td>reactive</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Through consumers participation in management, consumer will lose their rights through served technique</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>
A major reason for resistance to re-engineering is a challenge to the existing hierarchy.

A dynamic and everchanging environment calls for a shift in approach from reactive human resource management to a proactive and innovative one.

The role of the organisation in career planning is to introduce & strengthen systems to ensure Career Progression of employees.

The Main contribution of HRD audit is to focus on Value-adding HRD.

Name the process which is continuous and stops only when the organisation ceases to exist.

Under the phase 3 "Monitoring and Follow Up" the rater also identifies himself in several roles in the questionnaire like a - Superior, Subordinate, Colleague.
### Question
What are aims & objectives of HRA?

**Correct Answer**
Increase manarginal awarness of human resourcess , Developing new meaure of effective manpower utilzation . , Enabling a longer time horzon for planning & budgeting .

**Your Answer**
Increase manarginal awarness of human resourcess , Developing new meaure of effective manpower utilzation . , Enabling a longer time horzon for planning & budgeting .

### Select The Blank
**Question**
Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.

**Correct Answer**
40

**Your Answer**
40

### Multiple Choice Single Answer
**Question**
At a US based industrial design firm there is no position as a head or chief, instead, importance is given to hiring the right people for the rights. This policy emulates which concept?

**Correct Answer**
Self actualization at the work place.

**Your Answer**
Self actualization at the work place.

### Select The Blank
**Question**
In a re-engineering programme, when a process changes so does the ________ of the concerned employee.

**Correct Answer**
job profile

**Your Answer**
job profile

### True/False
**Question**
Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management

**Correct Answer**
True

**Your Answer**
True

### Multiple Choice Multiple Answer
**Question**
Leadership is difficult to define but easy to appreciate. Name some of the leadership qualities.

**Correct Answer**
Personal Integrity , Technical ability , Motivator

**Your Answer**
Personal Integrity , Technical ability , Motivator

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ultimate goal of all job related training.</td>
<td>Long-term improvement.</td>
<td>Long-term improvement.</td>
</tr>
<tr>
<td>Problem children</td>
<td>High potential</td>
<td>High potential</td>
</tr>
<tr>
<td>Concentration of developmental activities on certain categories</td>
<td>Gets the best results</td>
<td>Gets the best results</td>
</tr>
</tbody>
</table>
**True/False**

**Question**
An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers & restructuring organisational relationships.

**Correct Answer** True

**Your Answer** True

---

**Multiple Choice Single Answer**

**Question**
One of the importance of HRD is

**Correct Answer** Role clarity

**Your Answer** Role clarity

---

**Multiple Choice Multiple Answer**

**Question**
Besides business process re-engineering & benchmarking; then are some other useful tools to bring about continuous improvement in an organisation.

**Correct Answer** Human Resource Audit, Human Resource Accounting, Urgency Motivation

**Your Answer** Human Resource Audit, Human Resource Accounting, Urgency Motivation

---

**Select The Blank**

**Question**
The link between sense of reality and ________ is important for proper understanding of the definition of sense of reality

**Correct Answer** imagination

**Your Answer** imagination

---

**Multiple Choice Multiple Answer**

**Question**
Name the basic appraisal qualities:

**Correct Answer** Action, Judgement, Alertness

**Your Answer** Action, Judgement, Alertness

---

**Multiple Choice Single Answer**

**Question**
Which system emphasis a lot on the need to motivate people

**Correct Answer** Human Resource Development

**Your Answer** Human Resource Development

---

**True/False**

**Question**
An employee sponsor, the HR manager plays an integral role in organisational success.

**Correct Answer** True

**Your Answer** True
<table>
<thead>
<tr>
<th><strong>Multiple Choice Single Answer</strong></th>
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<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
</tbody>
</table>
**True/False**

**Question**
The functioning of federations and unions has its impact on human resources management of various industries & organisation.

**Correct Answer** True

**Your Answer** True

**True/False**

**Question**
It can be argued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group.

**Correct Answer** True

**Your Answer** True

**True/False**

**Question**
Through consumers participation in management, consumer will lose their rights through served technique.

**Correct Answer** False

**Your Answer** False

**Multiple Choice Single Answer**

**Question**
Whose development plays an integral part in a Company today.

**Correct Answer** Employee

**Your Answer** Employee

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm plans the proposed changes into practice.</td>
</tr>
</tbody>
</table>

**Select The Blank**
<table>
<thead>
<tr>
<th>Question</th>
<th>Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Secondary</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Secondary</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the two chairman of Hindustan Lever who both followed the pattern of nurturing and handling over to competent successors from within.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Vasant, T. Thomas</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Vasant, T. Thomas</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Why is it felt that federations &amp; unions in India are not functioning on sound lines?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Outside political leadership</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inefficient functioning &amp; working of such organisations</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Why is it that management should take extra care while framing personnel policies, especially where an employees organisation does exist?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Federations are eveready to challenge management action, particularly with respect to promotions, transfers, seniority</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Federations are eveready to challenge management action, particularly with respect to promotions, transfers, seniority</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The TQM philosophy was evolved or theorised by -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Demming</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Demming</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ is a difficult exercise, therefore it should be done with care.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Potential appraisal</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Potential appraisal</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The &quot;Zero defects&quot; concept defined TQM as -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>The system to be used is prevention.</td>
<td>The system to be used is prevention.</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Name the system which is simple, less expensive &amp; less time consuming.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Ranking</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>HRD audit can also be used against the HRD department</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Name the process in the development of managerial personnel.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Performance planning, Performance appraisal, Coaching</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Motorola developed an index, Individual Dignity Entitlement based on following questions :</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Do you have a substantive job that contributes to the success of Motorola? , Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful?</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Do you have a substantive job that contributes to the success of Motorola? , Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful?</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>When was the first attempt made to move a change in policies regarding business, licenses &amp; permits operating in India</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Mid 80's</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Counselling involves a one to one discussion between the participant and administrator.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>True/False</td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Federation &amp; unions at few levels are managed on the lines of management of a political body</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>True/False</td>
<td></td>
</tr>
</tbody>
</table>
Match The Following
Question Correct Answer Your Answer

Merit pay It is based on performance in the company as per his set roles. It is based on performance in the company as per his set roles.

Stock Options It is issued to the employees to be a shareholder in the company. It compensates with the supply index.

Commissions It is assigned on completion of targets set. It is assigned on completion of targets set.

Dearness Allowance It compensates with the price index. It is issued to the employer to be a shareholder in the company.

Question What are judgments of characteristics, traits of employees & impact of these characteristics & traits on their performance.
Correct Answer Appraisals
Your Answer Feedback

Select The Blank
Question While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.
Correct Answer managerial
Your Answer managerial

Select The Blank
Question On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.
Correct Answer method
Your Answer method

Multiple Choice Multiple Answer
Question What are the elements of a quality control system?
Correct Answer A means of measurement of accomplishment, A means of standard, A comparision of actual results with the standard.
Your Answer A means of measurement of accomplishment, A comparision of actual results with the standard, A means of continous improvement.

True/False
Question The diammensions of the Human Resources portfolio matrix do not have the same form as for product & market portfolio.
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question What are the published literature of the company which help in assessing the strengths and weakness of HRD
Correct Answer Manual reports, Marked Handouts, Personal Manual
Your Answer Manual reports, Marked Handouts, Personal Manual

Multiple Choice Single Answer
Question On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?
Correct Answer To set wages
Your Answer To set wages

Multiple Choice Multiple Answer
Question what is the role played by management representatives while Participating in trade unions adminstration?
Correct Answer Advisory, monitoring information, providing ideas and opinions
Your Answer Advisory, monitoring information, providing ideas and opinions

Multiple Choice Multiple Answer
Question Through the BPR Programme an experience a sense of ownership in a company only if the organisation believes in:
Correct Answer Caring (honest & open communication & mutual support), Sharing (with teams having a common objectives), Daring (encouraging enterpreneurial adaptation capabilities)
Your Answer Sharing (with teams having a common objectives), Caring (honest & open communication & mutual support)

Multiple Choice Multiple Answer
Question What are the objectives of a quality control programme?
Correct Answer Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards
Your Answer Improvement in minimizing wastages, An effective inspection & control system, Conformance with desired standards

Select The Blank
Question For closure government permission is required at least ________ days before the intended closure
Correct Answer 90
Your Answer 30

Multiple Choice Multiple Answer
Question What are the causes for unsound functioning of Indian Tarde unions?
Correct Answer Multiple unions, Category wise unions, Intra & inter union rivalry
Your Answer Multiple unions, Category wise unions, Intra & inter union rivalry

True/False
Question HRD audit can give significant inputs about existing stage of accountability of employees.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Which practices should be linked to business goals and corporate strategy:
Correct Answer HRD & HR
Your Answer HRD & HRM

Multiple Choice Multiple Answer
Question While planning for a period of five years, the expected loss situation can be evaluated in terms of:
Correct Answer Retirement, Transfer, Death
Your Answer Retirement, Transfer, Additions

The beneficiaries to business firms by job evaluation

It enables Cos. to get data in local wage surveys to establish job classification

True/False
Question Representatives of the consumers association besides the representatives of employees & employers have to participate in the meeting of collective bargaining
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question According to Lahiry what is the simple act of comparison & learning for organisational improvement?
Correct Answer Benchmarking
Your Answer Benchmarking
Question What are the general characteristics of a Technical - functional competence?
Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants.

Multiple Choice Single Answer
Question Name one of the processes of job evaluation
Correct Answer Select the method
Your Answer Select the method

True/False
Question Federations & unions constitute not only a part of organisations but also an important and crucial wing of them
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Secretary & Craft / Unit level Union flow to -
Correct Answer General body of Members of employees organisations
Your Answer General body of Members of employees organisations

Select The Blank
Question The whole process of conducting a 360 - Degree Feedback process in any Organisation could last about ________.
Correct Answer One & half to about 3 months
Your Answer One & half to about 3 months

Multiple Choice Single Answer
Question The function/task of ensuring that all sections are filled in, & the evidence is sufficiently complete is that of the -
Correct Answer Reviewer
Your Answer Assessor

True/False
Question HRD should be series of adhoc decisions and practices.
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question What are the uses of the 'Balanced Score Card' as a strategic management system?
Correct Answer It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.
Your Answer It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.

Multiple Choice Single Answer
Question When employees takes up other occupation & spend more or less 70% of their time & resources for their business or industrial unit. Second job activity to this extent may be called as:
Correct Answer Three quarter Moon Lighting
Your Answer Full Moon Lighting

Multiple Choice Single Answer
Question Who is the person who should always remain away from Doppelganger effect.
Correct Answer Chief Executive
Your Answer Employee
Multiple Choice Multiple Answer
Question  Within the establishment stage of the career development cycle, what are very important occasions for a young employee?
Correct Answer  The first promotion, Successfully completed assignment, The first performance appraisal
Your Answer  The first promotion, Successfully completed assignment, The first performance appraisal

True/False
Question  Off-line quality control consists of all control activities that are conducted externally to the production system.
Correct Answer  True
Your Answer  False

Select The Blank
Question  _______ are first established on the basis of job information derived from job analysis.
Correct Answer  Grades
Your Answer  Description

Multiple Choice Single Answer
Question  Name the system which is simple, less expensive & less time consuming.
Correct Answer  Ranking
Your Answer  Ranking

True/False
Question  Majority of the disputes in industries are related to the problem of wages, salaries & benefits
Correct Answer  True
Your Answer  True

Select The Blank
Question  HRD department is also included as an _______ of HRD.
Correct Answer  Instruments
Your Answer  Strategies

Select The Blank
Question  The factors coming under Discipline & Attendance are Time keeping and _______.
Correct Answer  Obedience
Your Answer  Obedience

Multiple Choice Single Answer
Question  How many numbers of phases make up the process of the feedback?
Correct Answer  5
Your Answer  5

Multiple Choice Multiple Answer
Question  Name the three phases of recruitment process:
Correct Answer  Planning, Implementing, Evaluating
Your Answer  Planning, Implementing, Screening

True/False
Question  It is technology who can provide competitive advantage to corporations.
Correct Answer  False
Your Answer  False
### Multiple Choice Single Answer

**Question**
Following a flexible working hours principle employees of one management institute have to work from 8.30AM to 2.30PM i.e. six hours a day. What is the first 2 hours at work established as where the employees may choose for doing their class work?

**Correct Answer**
Flexible band

**Your Answer**
Flexible band

### True/False

**Question**
Workers and trade unions never participate in the management of human resources

**Correct Answer**
False

**Your Answer**
False

### Select The Blank

**Question**
Some organisations use ______ & committee management as techniques of training & development for flexitime systems

**Correct Answer**
Job rotation

**Your Answer**
Job enrichment

### True/False

**Question**
Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.

**Correct Answer**
True

**Your Answer**
True

### Select The Blank

**Question**
____ leads to conflict between various departments is a functional organisation

**Correct Answer**
The lack of appreciation for the constraints of other department

**Your Answer**
Development of own specialised interests

### Multiple Choice Multiple Answer

**Question**
Western and Third World Studies of organisational excellence indicate major keys to organisational excellence, those are -

**Correct Answer**
Mission, Goals, Policies

**Your Answer**
Mission, Goals, Policies

### Multiple Choice Multiple Answer

**Question**
Name of the various HRD score card:

**Correct Answer**
HRD systems maturity score, Competency score, HRD competencies systems maturity score

**Your Answer**
HRD systems maturity score, Competency score

### Multiple Choice Multiple Answer

**Question**
Despite what problems faced, India managed to implement economic restructuring?

**Correct Answer**
inbalanced wealth distribution, inefficient services, clootic political scenario

**Your Answer**
inbalanced wealth distribution, redundant bureaucracy, clootic political scenario

### Multiple Choice Single Answer
Which system emphasis a lot on the need to motivate people

Correct Answer: Human Resource Development

Question

Correct Answer

Human Resource Development

True/False

HRM assgn:12: Vikas

True/False

The functioning of federations and unions has its impact on human resources management of various industries & organisation

Correct Answer: True

Multiple Choice Multiple Answer

Question

Correct Answer

Name the three important components in aligning business strategy with HR practice:


Multiple Choice Single Answer

Question

The 'Zero defects' concept emphasizing adherence to quality requirements and employee motivation was prompted by -

Correct Answer: Crosby

Multiple Choice Single Answer

Question

TISCO is one Indian Organisation which, historically, has taken the lead in following a proactive approach to progressive personnel policies. In which year did TISCO induce an eight hour workday?

Correct Answer: 1912

Select The Blank

Question

The process of analysing jobs from which job descriptions are developed are called ________.

Correct Answer: Job Analysis

True/False

Question

The dimensions of the Human Resources portfolio matrix do not have the same form as for product & market portfolio.

Correct Answer: False

Select The Blank

Question

Under ________ method jobs are arranged from highest to lowest, in order of their value to the organisation.

Correct Answer: ranking

True/False

Question

As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty

Correct Answer: False

True/False

Question

The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).

Correct Answer: True

Multiple Choice Multiple Answer

Question

What are the main issues stressed out throughout the workshop?

Openness to feedback, Developmental attitude

Match The Following

Question

Correct Answer

Your Answer
1) Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated technical and professional competence. Ability to consider the extent and depth of demonstrated technical and professional competence.

2) Decision - making defined in the appraisal form Ability to analyse relevant facts, evaluate various alternatives. Ability to analyse relevant facts, evaluate various alternatives.

3) Communicating defined in the appraisal form Ability to consider clarity and precision of verbal and written _expression of ideas and feelings. Ability to analyse completion of the factual data

**True/False**
- Question HRD audit can also be used against the HRD department
  - Correct Answer True

**Multiple Choice Multiple Answer**
- Question If employee federations & unions are mismanaged they-
  - Correct Answer Disturb the smooth functioning & growth of organisations, affect industrial peace, affect effective management of personnel

**Select The Blank**
- Question For closure, every worker is to be compensated with ______ average pay for every year of service completed
  - Correct Answer 15 days

**True/False**
- Question Employees at present need more freedom & autonomy in doing the work
  - Correct Answer True

**Select The Blank**
- Question The major issue to be resolved while framing ______ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.
  - Correct Answer Recruitment

**True/False**
- Question A major beneficiary of liberalization and consequently competition not been the consumer ..... But the industry
  - Correct Answer False

**Select The Blank**
- Question Union leaders at different levels & at federations are elected on ______
  - Correct Answer democratic principle

**Multiple Choice Multiple Answer**
- Question Name the steps that develop strategic framework for HRD
  - Correct Answer Realistic employee development, Measurable employee development, Well costed employee development

**Multiple Choice Single Answer**
- Question What is concerned with developing a pool of candidates in line with the human resources plan
  - Correct Answer Recruitment

**Multiple Choice Single Answer**
- Question HR managers to garantee their viability need to think themselves as -
  - Correct Answer Strategic partners

**Multiple Choice Multiple Answer**
- Question List the measures to overcome the HRD problems in India
  - Correct Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
Multiple Choice Single Answer
Question While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?
Correct Answer It's own approach to problem solving technique

True/False
Question Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment
Correct Answer True

True/False
Question The HRD programmes fail due to poverty, social injustice.
Correct Answer True

Select The Blank
Question Generally, training need identification forms a part of ________.
Correct Answer Management Appraisal System

Multiple Choice Single Answer
Question What was the expenditure of the States on human resource development in 1992-93 ?
Correct Answer Rs 1,29,020 million

Select The Blank
Question In one organisation the joke making rounds was that managers came in vertically and went out ________
Correct Answer Horizontally

Multiple Choice Single Answer
Question In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.
Correct Answer Employee leasing

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Working President flows to -
Correct Answer General Secretary

Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity

Multiple Choice Single Answer
Question Name the person who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer Leader

Multiple Choice Multiple Answer
Question Experience has shown HRD audit has tremendous impact on business in areas like:
Correct Answer strategic Planning , role clarity , Streamlining practices

Multiple Choice Multiple Answer
Question Under the 'Point rating system' name the important steps mentioned:
Correct Answer Construction of the yardsticks , Wage survey, Designing wage structure.

Select The Blank
Question Some organizations use ________ & committee management as techniques of training & development for flextime systems
Correct Answer Job rotation

Multiple Choice Multiple Answer
Question What are the key characteristics / features of a Human Resource Audit.
Correct Answer Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap

Select The Blank
Question Employer has to pay ________ of the basic wages to the employees during the lay off period
Correct Answer 0.5

Multiple Choice Single Answer
Question What is it that good HR practices can build?
Correct Answer Competencies

Match The Following
Question Correct Answer Your Answer
1) Indian subsidies P. Chidambaram P. Chidambaram
2) India's backwardness in human development Primary reasons why economic growth has no impact on the level of the ordinary people Primary reasons why economic growth has no impact on the level of the ordinary people
3) Child labour poor quality of primary & secondary education poor quality of primary & secondary education
4) Reforms to be an integrated process peacemeal measures do not achieve deliveries in terms of poverty Narasimha Rao

Multiple Choice Multiple Answer
Question The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?
Correct Answer Deming, Shewhart, Juran

Multiple Choice Single Answer
Question Why is it found that federations & Unions constitute an important & crucial wing of an organisation?
Correct Answer If mismanaged they affect industrial peace

Multiple Choice Single Answer
Question The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer Religious

True/False
Question A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.
Correct Answer True

Multiple Choice Single Answer
Question When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :
Correct Answer Half Moon lighting

Multiple Choice Single Answer
Question Which system emphasis a lot on the need to motivate people
Correct Answer Human Resource Development

Select The Blank
Question ________ is a difficult exercise, therefore it should be done with care.
Correct Answer Potential appraisal

HRM assgn:14: Petrina

Multiple Choice Single Answer
<table>
<thead>
<tr>
<th>Question</th>
<th>Name the Questions which enable the superior to verify that he has correctly heard.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Paraphrasing</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Paraphrasing</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Factor comparison method is regarded as ________ method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>complex</td>
</tr>
<tr>
<td>Your Answer</td>
<td>complex</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Which system emphasis a lot on the need to motivate people</th>
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<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>What are the areas where the auditors should physically visit the workplace?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Canteens, Living colony, Training rooms</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Canteens, Training rooms</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>In indian since the liberalisation process in 19991, FDI flows have developed each year &amp; exports are up by more than ________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Skill, Efforts, Accountability</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Skill, Efforts, Accountability</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>A strong ________ can have a lasting effect and provide sustenance to an organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Culture</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Culture</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>What is concerned with developing a pool of candidates in line with the human resources plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>For closure government permission is required at least ________ days before the intended closure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>90</td>
</tr>
<tr>
<td>Your Answer</td>
<td>90</td>
</tr>
</tbody>
</table>
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>what are the common objections against the treatment of people as assets in a HRM system</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is it that Union leader usually do to gain the confidence of its member?</td>
<td>Win something in grievance procedure</td>
<td>Participate in Board Meeting</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A________ having openness, trust, authenticity as its bed rock is highly suitable for 360 - degree appraisal.</td>
<td>Culture</td>
<td>Culture</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How can management representatives essentially help employees' organisations?</td>
<td>Formulation of plans &amp; providing information</td>
<td>Formulation of plans &amp; providing information</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are palced under such category.</td>
<td>Simple ranking and grading are palced under such category.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Point system and factor comparison methods are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
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<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ manpower plan need the involvement of top management as well as HR exports.</td>
<td>Strategic</td>
<td>Long-term</td>
</tr>
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</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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<tbody>
<tr>
<td>Which kind of appraisal done seperately will provide feedback on the potential of these managers.</td>
<td></td>
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</tbody>
</table>
**Multiple Choice Single Answer**

**Question**
What are to be processed at a central place of the administrator

**Correct Answer**
Questionnaires

**Your Answer**
Questionnaires

**Multiple Choice Multiple Answer**

**Question**
Job performance refers to :-

**Correct Answer**
The actual achievements compared with the objectives of the job.

**Your Answer**
The actual achievements compared with the objectives of the job.

**Select The Blank**

**Question**
Where the firm puts the proposed changes into practice is called ________ stage.

**Correct Answer**
Implementation

**Your Answer**
Implementation

**True/False**

**Question**
Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation

**Correct Answer**
False

**Your Answer**
False

**Match The Following**

<table>
<thead>
<tr>
<th>Concept suggested by Elliot Jecques.</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Factors enumerated as :</th>
<th>Effort, responsibility, skill, working conditions</th>
<th>Effort, responsibility, skill, working conditions</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Wage survey :</th>
<th>It places all evaluated jobs according to point in terms of money.</th>
<th>It places all evaluated jobs according to point in terms of money.</th>
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<table>
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<tr>
<th>Designing wage structure :</th>
<th>Similar jobs are grouped and treated as a job class.</th>
<th>Similar jobs are grouped and treated as a job class.</th>
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</table>

**Multiple Choice Multiple Answer**

**Question**
Name the steps that develop strategic framework for HRD

**Correct Answer**
Realistic employee development, Measurable employee development, Well costed employee development

**Your Answer**
Realistic employee development, Measurable employee development, Well costed employee development

**True/False**

**Question**
Eight members is considered to be the norm as to the no. of members constituting a QC-

**Correct Answer**
True

**Your Answer**
True
<table>
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<tr>
<td>Correct Answer</td>
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### Multiple Choice Multiple Answer

**Question**  Name the internal operational measures dealing with how well HR practices are designed and delivered:

**Correct Answer**  Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

**Your Answer**  Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

### Select The Blank

**Question**  The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees

**Correct Answer**  Career Progression

**Your Answer**  Career Progression

### Multiple Choice Single Answer

**Question**  Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.

**Correct Answer**  Employment security

**Your Answer**  Employment security

### True/False

**Question**  The relationship between good HR practices and organisational effectiveness is very simple.

**Correct Answer**  False

**Your Answer**  False

### Multiple Choice Multiple Answer

**Question**  Name the factors which come under ' Career System' that is component system of HRD:

**Correct Answer**  Career planning, Career development, Potential appraisals

**Your Answer**  Career planning, Career development, Potential appraisals

### True/False

**Question**  Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning

**Correct Answer**  False

**Your Answer**  False

### True/False

**Question**  Trade union is a group of two people who come to strengthen their bargaining position.

**Correct Answer**  False

**Your Answer**  False

### Multiple Choice Single Answer

**Question**  In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?

**Correct Answer**  Career path model

**Your Answer**  Career path model

### True/False

**Question**  Organizations gear most of their management succession activities to the immediate past.

**Correct Answer**  False

**Your Answer**  False
### Correct Answer False
Your Answer False

#### Select The Blank
**Question** A major reason for resistance to re-engineering is a challenge to the existing ________.
**Correct Answer** hierarchy
**Your Answer** hierarchy

#### Multiple Choice Single Answer
**Question** What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?
**Correct Answer** Disharmony in individual & organisational goal balance.
**Your Answer** Disharmony in individual & organisational goal balance.

#### Multiple Choice Single Answer
**Question** The differences in which kind of faiths among the people is hurdle in the HRD
**Correct Answer** Religious
**Your Answer** Religious

#### Multiple Choice Multiple Answer
**Question** Name the two factors which lead people to work:
**Correct Answer** Economic, Motivation
**Your Answer** Economic, Motivation

#### Select The Blank
**Question** ________ are first established on the basis of job information derived from job analysis.
**Correct Answer** Grades
**Your Answer** Grades

---

**HRM_2 - Senthil**

#### True/False
**Question** The data obtained through job analysis are recorded on what is known as job analysis sheet.
**Correct Answer** True
**Your Answer** True

#### Multiple Choice Single Answer
**Question** Which kind of literature identifies a number of systems & subsystems?
**Correct Answer** HRD
**Your Answer** HRD

#### Select The Blank
**Question** A fee market economy demands a transparent set of laws and_______ smthething that the archaic Indian judicial system is ill-equipped to cope with
**Correct Answer** quick disposal of litigation
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Essentials of effective QC's :</td>
<td>Prompt approval , Regular communication , Unconditional support</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>Prompt approval , Regular communication , Unconditional support</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>It is said that versality will be the key factor in determining employee value with following factors :</td>
<td>Technology , Leadership , Motivation</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>Technology , Leadership , Motivation</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>The job falling under the same grade get different wage scale.</td>
<td>False</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>True</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto ________</td>
<td>Rs. 5 lakh</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>Rs. 5 lakh</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Some questions that every corporation needs to address are as follows:-</td>
<td>How well are HR practices linked to business goals , Are good HR practices &amp; HRD systems &amp; processed being designed , Are the systems internally sound consistent &amp; relevant</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>How well are HR practices linked to business goals , Are good HR practices &amp; HRD systems &amp; processed being designed , Are the systems internally sound consistent &amp; relevant</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</td>
<td>False</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>True</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?</td>
<td>Flexi work</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>Flexi work</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Through consumers participation in management, consumer will lose their rights through served technique</td>
<td>False</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
<td>False</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td>Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in.-</td>
<td>Supportive atmosphere, Empathetic atmosphere, Setting goals</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
<td>True</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td>In a re-engineering programme, when a process changes so does the ________ of the concerned employee.</td>
<td>job profile</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td>Under the pre-Interview preparation it is useful to note the key points ________</td>
<td>Paper</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td>Which system emphasis a lot on the need to motivate people</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td>The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________.</td>
<td>One &amp; half to about 3 months</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td>________ is the example of the balanced score card applications in some companies.</td>
<td>AT &amp; T</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td>A strong ________ can have a lasting effect and provide sustenance to an organisation.</td>
<td>Culture</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td>Within the establishment stage of the career development cycle, what are very important occasions for a young employee?</td>
<td></td>
</tr>
</tbody>
</table>
Correct Answer | The first promotion, Successfully completed assignment, The first performance appraisal  
Your Answer | The first promotion, Successfully completed assignment, The first performance appraisal

Select The Blank  
Question | ________ is known not to hold overly one-sided views.  
Correct Answer | Judgement  
Your Answer | Judgement

Select The Blank  
Question | ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.  
Correct Answer | Rapport building  
Your Answer | Rapport building

Match The Following

<table>
<thead>
<tr>
<th>Question</th>
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</tr>
</thead>
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<tr>
<td>Group goals Vs. Organisational goals</td>
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<td>Better decisions about people based on improved information system</td>
<td>HRA benefits</td>
<td>HRA benefits</td>
</tr>
<tr>
<td>Standard cost method</td>
<td>value of human resources for accounting purposes</td>
<td>value of human resources for accounting purposes</td>
</tr>
<tr>
<td>It is &quot;endemic to every organisation regardless of size, function or character of ownership&quot;</td>
<td>Organisational politidering</td>
<td>HRA model</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer  
Question | The Main contribution of HRD audit is to focus on  
Correct Answer | Value-adding HRD  
Your Answer | Value-function HRD

Select The Blank  
Question | The ________ provide resources to approved employment schemes in the organised & marginised sectors  
Correct Answer | Employment Generation Fund  
Your Answer | National Renewal Grant Fund

Multiple Choice Single Answer  
Correct Answer | Traditionally, human resources has been perceived as, |
Your Answer | Bureacratic |

Multiple Choice Multiple Answer

| Question | How can the limitations/ misgivings of management participation in employees organisations be overcome?  
Correct Answer | by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings |
Your Answer by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings

**Select The Blank**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Federation &amp; union at all levels are managed on the lines of management of ________</td>
<td>A political body</td>
</tr>
<tr>
<td>Your Answer</td>
<td>A social organisation</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR managers to guarantee their viability need to think themselves as -</td>
<td>Strategic partners</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategic partners</td>
</tr>
</tbody>
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**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
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<tbody>
<tr>
<td>What are the general characteristics of a Technical - functional competence?</td>
<td>Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants</td>
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**Multiple Choice Single Answer**

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<tr>
<td>Which practices are service related and human resources related?</td>
<td>Organisational</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Organisational</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
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<th>Question</th>
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<tr>
<td>Organizations gear most of their management succession activities to the immediate past.</td>
<td>False</td>
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<td>Your Answer</td>
<td>False</td>
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**Multiple Choice Multiple Answer**

<table>
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<tr>
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<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the three performance counselling phase.-</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
</tbody>
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**Select The Blank**

<table>
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<td>In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &amp; _______.</td>
<td>Development needs for growth</td>
</tr>
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<td>Your Answer</td>
<td>Development needs for growth</td>
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**True/False**

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>HRD should be series of adhoc decisions and practices.</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
<tr>
<td>Type</td>
<td>Question</td>
</tr>
<tr>
<td>-----------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>True/False</td>
<td>Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>In an interview Method of Training Need identification, what do the Questions asked need to outline?</td>
</tr>
<tr>
<td>Match The Following</td>
<td>Continued self development</td>
</tr>
<tr>
<td></td>
<td>&quot;Working on your liabilities&quot;</td>
</tr>
<tr>
<td></td>
<td>Assignment to some important task force or committee</td>
</tr>
<tr>
<td></td>
<td>Need-opportunity Alignment</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Name the internal operational measures dealing with how well HR practices are designed and delivered:</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Under HRD, name the factors that act as motivating forces</td>
</tr>
</tbody>
</table>
### True/False

<table>
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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The reviewer has the prime role of recording major appraisal details.</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>Trade union is a group of two people who come to strengthen their</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>bargaining position.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
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<tbody>
<tr>
<td>Member ship of the nation wide consumer councils (as formed by the</td>
<td>various ministeries, manufactures of commerce, cost account &amp; Consumer</td>
<td>employess organisations, manufactures of commerce, cost account &amp; Consumer</td>
</tr>
<tr>
<td>Government) would comprise representative of</td>
<td></td>
<td></td>
</tr>
</tbody>
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### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation of management' representatives in the trade unions meetings</td>
<td>To exchange their contradictory views</td>
<td>To exchange their contradictory views</td>
</tr>
<tr>
<td>particularly at the time of industrial dispute help both the parties -</td>
<td></td>
<td></td>
</tr>
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### Multiple Choice Single Answer

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</tr>
<tr>
<td>affect Human Resource Manager in the future adversely?</td>
<td></td>
<td></td>
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### LIST OF ATTEMPTED QUESTIONS AND ANSWERS

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>TISCO is one Indian Organisation which, historically, has taken the lead</td>
<td>1912</td>
<td>1912</td>
</tr>
<tr>
<td>in following a proactive approach to progressive personnel policies. In</td>
<td></td>
<td></td>
</tr>
<tr>
<td>which year did TISCO induce an eight hour workday?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Match The Following

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<tr>
<td>Better decisions about people based on improved information system</td>
<td>HRA benefits</td>
<td>HRA benefits</td>
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</table>
Standard cost method | value of human resources for accounting purposes | value of human resources for accounting purposes
---|---|---
It is "endemic to every organisation regardless of size, function or character of ownership" | Organisational politiding | Organisational politiding

**Multiple Choice Multiple Answer**

**Question**
List the measures to overcome the HRD problems in India

**Correct Answer**
Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

**Your Answer**
Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

**Multiple Choice Single Answer**

**Question**
Name one of the drawbacks that can take place while designing the form-

**Correct Answer**
The rating scale are ambiguous

**Your Answer**
The rating scale are ambiguous

**True/False**

**Question**
The process of 360 Degree appraisal is broken into two stages - planning, implementation.

**Correct Answer**
False

**Your Answer**
False

**True/False**

**Question**
The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual's ultimate potential.

**Correct Answer**
True

**Your Answer**
True

**True/False**

**Question**
Representatives of the consumers association besides the representatives of employees & employers have to participate in the meeting of collective bargaining

**Correct Answer**
True

**Your Answer**
True

**True/False**

**Question**
A leader who lacks the other basic qualities can lead others in the wrong direction.

**Correct Answer**
True

**Your Answer**
True

**Multiple Choice Multiple Answer**
**Question**
What are the uses of the 'Balanced Score Card' as a strategic management system?

**Correct Answer**
It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.

**Your Answer**
It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.

**Multiple Choice Multiple Answer**

**Question**
While planning for surplus, the following are the options:

**Correct Answer**
Reduce work hours, Redesign the jobs, Reassign the jobs

**Your Answer**
Reduce work hours, Redesign the jobs, Reassign the jobs

**Multiple Choice Multiple Answer**

**Question**
Under HRD, name the factors that act as motivating forces

**Correct Answer**
Informal organisation, Participative management, Job enrichment

**Your Answer**
Job enrichment, Informal organisation, Participative management

**Select The Blank**

**Question**
Stephen Knauf defined HRA as "the measurement & ________ of Human organisational inputs such as recruitment, training experience & commitment"

**Correct Answer**
Qualification

**Your Answer**
Qualification

**Select The Blank**

**Question**
Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________

**Correct Answer**
avoidable circumstances

**Your Answer**
avoidable circumstances

**Select The Blank**

**Question**
In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance & ________.

**Correct Answer**
Development needs for growth

**Your Answer**
Development needs for growth

**Multiple Choice Multiple Answer**

**Question**
Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:

**Correct Answer**
Skill, Efforts, Accountability
### Multiple Choice Multiple Answer

**Question** Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:

- Suitable compensation plan
- Selection of the right people
- Good performance appraisal system

**Correct Answer** Suitable compensation plan, Selection of the right people, Good performance appraisal system

**Your Answer** Suitable compensation plan, Selection of the right people, Good performance appraisal system

### Multiple Choice Multiple Answer

**Question** What are the key characteristics / features of a Human Resource Audit.

- Employee competency check list
- Evaluation by HR department in conjunction with internal customers.
- To find the competency gap

**Correct Answer** Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap

**Your Answer** Employee competency check list, Evaluation by HR department in conjunction with internal customers, To find the competency gap

### True/False

**Question** It is viewed that customer should be treated as a king

**Correct Answer** True

**Your Answer** True

### Multiple Choice Multiple Answer

**Question** Name of the various HRD score card:

- HRD systems maturity score
- Competency score
- HRD competencies

**Correct Answer** HRD systems maturity score, Competency score, HRD competencies

**Your Answer** HRD systems maturity score, Competency score, HRD competencies

### Multiple Choice Single Answer

**Question** What is it that some of the companies have borrowed from professionally managed Cos’

**Correct Answer** HRD practices

**Your Answer** HRD practices

### Select The Blank

**Question** Large recruitment ________ problematic and vice-versa.

**Correct Answer** Less

**Your Answer** Less

### Multiple Choice Multiple Answer

**Question** It is said that versality will be the key factor in determining employee value with following factors :

- Technology
- Leadership
- Motivation

**Correct Answer** Technology, Leadership, Motivation

**Your Answer** Technology, Leadership, Motivation
### Multiple Choice Single Answer

**Question**
In the same organisation, with the new policy, what is the policy if the assessor is transferred from his/her job after Feb.

**Correct Answer**
He/She will complete the appraisal of those reporting to him/her & proceed on transfer

**Your Answer**
He/She will complete the appraisal of those reporting to him/her & proceed on transfer

### True/False

**Question**
The HRD programmes fail due to poverty, social injustice.

**Correct Answer**
True

**Your Answer**
True

**Question**
It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.

**Correct Answer**
False

**Your Answer**
False

### Multiple Choice Multiple Answer

**Question**
What were the features of globalization in the Indian content?

**Correct Answer**
Expansion of business globally, Global market accessibility, Global orientation of organisational structure

**Your Answer**
Expansion of business globally, Global market accessibility, Global orientation of organisational structure

### Select The Blank

**Question**
The_______ can be made using a checklist of questions

**Correct Answer**
Observation

**Your Answer**
Observation

**Question**
The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of _______ which would be contributed from budgetary support

**Correct Answer**
Rs. 2000 crores

**Your Answer**
Rs. 2000 crores

**Question**
The job evaluation programme once installed must be continued on a _______ basis.

**Correct Answer**
permanent

**Your Answer**
permanent
### Multiple Choice Single Answer
**Question**: Accounting is a management science group, what are the managers perceived as?
**Correct Answer**: Decision-maker
**Your Answer**: Decision-maker

### Multiple Choice Single Answer
**Question**: What are to be processed at a central place of the administrator
**Correct Answer**: Questionnaires
**Your Answer**: Questionnaires

### Multiple Choice Single Answer
**Question**: In an employees organisation the flow of decisions from the Working Committee flows to -
**Correct Answer**: President / Secretary of Branch Union
**Your Answer**: General Secretary

### Multiple Choice Single Answer
**Question**: Which kind of literature identifies a number of systems & subsystems?
**Correct Answer**: HRD
**Your Answer**: HRD

### True/False
**Question**: Collecting bargainig is an institutional process for solving problems arising directly out of employee-worker relationships
**Correct Answer**: False
**Your Answer**: False

### Multiple Choice Single Answer
**Question**: What is concerned with developing a pool of candidates in line with the human resources plan
**Correct Answer**: Recruitment
**Your Answer**: Recruitment

### Select The Blank
**Question**: The ______ provides funds to meet the compensation & training expenditure of retrenched workers.
**Correct Answer**: National Renewal Grant Fund
**Your Answer**: National Renewal Grant Fund

### Multiple Choice Multiple Answer
**Question**: What are the objectives of inspection?
Correct Answer: Removing defects, Consumer satisfaction, Quality product
Your Answer: Removing defects, Consumer satisfaction, Quality product

**True/False**

**Question**: Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.

**Correct Answer**: True
**Your Answer**: True

**Select The Blank**

**Question**: A strong ______ can have a lasting effect and provide sustenance to an organisation.

**Correct Answer**: Culture
**Your Answer**: Culture

**Multiple Choice Multiple Answer**

**Question**: Name the steps that develop strategic framework for HRD

**Correct Answer**: Realistic employee development, Measurable employee development, Well costed employee development
**Your Answer**: Realistic employee development, Measurable employee development, Well costed employee development

**Multiple Choice Single Answer**

**Question**: A programme that allows flexible entering & learning (the organisation) times for the employees is known as -

**Correct Answer**: Flexitime
**Your Answer**: Flexitime

**Select The Blank**

**Question**: For the period of the lay off up to a maximum of ______ workmen will be paid compensation equal to half their basic pay & D.A.

**Correct Answer**: 45 days
**Your Answer**: 45 days

**Select The Blank**

**Question**: The ______ provide resources to approved employment schemes in the organised & marginised sectors

**Correct Answer**: Employment Generation Fund
**Your Answer**: Employment Generation Fund

**True/False**

**Question**: Under the balanced score card approach the expectation of three shareholders

**Correct Answer**: True
### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Life long mission</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Offsetting Plateauing effect</td>
</tr>
<tr>
<td>Need-opportunity Alignment</td>
<td>Crucial role played by HRD</td>
<td>Crucial role played by HRD</td>
</tr>
<tr>
<td>Continued self development</td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Asian Institute of Management have introduced a unique course called &quot;Managerial Walkabout&quot;. The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the different types of compensations.</td>
<td>Commissions, Overtime pay, Stock options</td>
<td>Commissions, Overtime pay, Stock options</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is indicated by work effort and it should be continuous.</td>
<td>Commitment</td>
<td>Commitment</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why would management participation in trade union be open to opposition by a few?</td>
<td>trade union leader may feel thire influence decelerated among trade union members, member may view thire movement weakend with the influence of management, due to misunderstandings cropping up among leader &amp; members</td>
<td>member may view thire movement weakend with the influence of management, due to misunderstandings cropping up among leader &amp; members, trade union leader may feel thire influence decelerated among trade union members</td>
</tr>
</tbody>
</table>

### Select The Blank
<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>People take ________ supportively and use it for development.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Feedback</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Feedback</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question** Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.

**Correct Answer** Periodic appraisal

**Your Answer** Periodic appraisal

**Multiple Choice Single Answer**

**Question** What is it that good HR practices can build?

**Correct Answer** Competencies

**Your Answer** Competencies

**Select The Blank**

**Question** The problem and challenges of continuous improvement can be effectively tackled by taking advantage of ________.

**Correct Answer** Synergy of teams

**Your Answer** Synergy of teams

**Multiple Choice Single Answer**

**Question** Name the recruitment process which is said to be a costly affair

**Correct Answer** External

**Your Answer** External

**Match The Following**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th><strong>Correct Answer</strong></th>
<th><strong>Your Answer</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are placed under such category.</td>
<td>Simple ranking and point system are placed under such category.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Point system and factor comparison methods are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The budget of Feb 1997 presented by Finance minister Mr. P. Chidambaram</td>
<td>significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure</td>
<td>significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure</td>
</tr>
<tr>
<td>showed a spirit of optimism &amp; growth. What were its components?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>There are several ways in which human resource management can strengthen</td>
<td>An increasing number of human resources professionals have been included in the top management.</td>
<td>An increasing number of human resources professionals have been included in the top management.</td>
</tr>
<tr>
<td>relationships to accomplish organisational goals. What was one of the</td>
<td></td>
<td></td>
</tr>
<tr>
<td>findings from the survey of 1996 from some Indian Experiences?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human resource Audit is full-fledged methodology to bring about a change.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an organisation initiating career planning what modality would</td>
<td>Career path model</td>
<td>Career path model</td>
</tr>
<tr>
<td>essentially form the basis for placement, transfer and rotation?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>When one’s financial &amp; social position is almost entirely determined by</td>
<td>Full Moon Lighting</td>
<td>Full Moon Lighting</td>
</tr>
<tr>
<td>the second occupation, the extent of second jobbing may be known as:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why is it that trade union leaders, particularly those connected with</td>
<td>Their influence is decelerated among the members.</td>
<td>Their influence is decelerated among the members.</td>
</tr>
<tr>
<td>political parties may strongly oppose management participation in Trade</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Union? Because they are of the views that -</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the technique used by the point system and factor comparison system</td>
<td>Quantitative</td>
<td>Quantitative</td>
</tr>
<tr>
<td>to list the job.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>According to shroff (1995) the government needs to focus on three areas which are likely to input the effective implementation of the economic policy, they are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of there measures</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of there measures</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various Organisational effectiveness dimensions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Cost reduction, More profit, Higher productivity</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>The HRD outcomes can influence the organisation's business goals which may be in terms of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Higher productivity, Satisfied customers, Satisfied stockholders</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Higher productivity, Satisfied customers, Satisfied stockholders</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Exporatory stage</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Exporatory stage</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Section ________ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>25-G</td>
</tr>
<tr>
<td>Your Answer</td>
<td>25-G</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>At a certain stage the upward mobility stops for many employees. This is inescapable in view of pyramid organisation structure. This phenomenon is called :</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Plateauing</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Plateauing</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show :</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Managerial competence</td>
</tr>
<tr>
<td>Select The Blank</td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>1 year</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>1 year</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
</tr>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
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<table>
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<tr>
<th>Select The Blank</th>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
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<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
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<td><strong>Question</strong></td>
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<td><strong>Correct Answer</strong></td>
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<td><strong>Your Answer</strong></td>
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<table>
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<tr>
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<tbody>
<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
</tbody>
</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance development plan is set for the employee by his immediate boss.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;The attitude of a learner&quot;</td>
<td>Successful Benchmarking</td>
<td>Successful Benchmarking</td>
</tr>
<tr>
<td>Analysis of various systems or functions common across different types of industry.</td>
<td>Generic Benchmarking</td>
<td>Generic Benchmarking</td>
</tr>
<tr>
<td>A (POS) system</td>
<td>An organisational Benchmarking Technique</td>
<td>An organisational Benchmarking Technique</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an interview Method of Training Need identification, what do the Questions asked need to outline?</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
</tr>
</tbody>
</table>

### Multiple Choice Multipl Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation of Mgmt in federations &amp; unions at all levels helps to -</td>
<td>Strength the trade union movement, maintain Industrial harmony, Develop sound human relations</td>
<td>Strength the trade union movement, maintain Industrial harmony, Develop sound human relations</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.</td>
<td>Employment security</td>
<td>Employment security</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the need for HRA?</td>
<td>No information about organisation human resource is available to manager in conventional accounting, the measure of the income which are provided in conventional statements do not accurately reflect the level of business performance, if the value of human resources is not duly reported in the</td>
</tr>
</tbody>
</table>
P&L A/c & balance sheet impact of mgt decision of human asset can not be gauged
Your Answer: No information about organisation human resource is available to manager in conventional accounting, the measure of the income which are provided in conventional statements do not accurately reflect the level of business performance, if the value of human resources is not duly reported in the P&L A/c & balance sheet impact of mgt decision of human asset can not be gauged

**Multiple Choice Multiple Answer**

**Question**: Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?

**Correct Answer**: The individual is tested in an alien environment, He is trained to see the business in global context, Lack of opportunity in our country doesn’t come in the way of career progression.

**Your Answer**: The individual is tested in an alien environment, He is trained to see the business in global context, Lack of opportunity in our country doesn’t come in the way of career progression.

**Multiple Choice Single Answer**

**Question**: What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?

**Correct Answer**: Disharmony in individual & organisational goal balance.

**Your Answer**: Disharmony in individual & organisational goal balance.

**Select The Blank**

**Question**: Good relationships ideally does not mean a “goodie goodie” relationship, it should be based on mutual respect & should be ________

**Correct Answer**: Functional & objective

**Your Answer**: Functional & objective

**Select The Blank**

**Question**: ________ system stresses on discipline and there is simplicity in the form.

**Correct Answer**: Merit rating

**Your Answer**: Merit rating

**Multiple Choice Single Answer**

**Question**: The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:

**Correct Answer**: Search for security

**Your Answer**: Search for security

**True/False**

**Question**: In the Grid Seminars, stress is laid on teaching.

**Correct Answer**: False

**Your Answer**: False
### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations use ________ &amp; committee management as techniques of training &amp; development for flexitime systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job rotation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job rotation</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>&quot;Swim or Sink approach&quot;</td>
</tr>
<tr>
<td>Your Answer</td>
<td>&quot;Swim or Sink approach&quot;</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Human resource management is responsible for getting the best people, training and providing mechanism.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>The job falling under the same grade get different wage scale.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>________ leads to conflict between various departments is a functional organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
<tr>
<td>Your Answer</td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Transfer of technology does not mean merely shifting technology from one place to another</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### List of Attempted Questions and Answers

#### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What are judgments of characteristics, traits of employees &amp; impact of these characteristics &amp; traits on their performance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Appraisals</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Appraisals</td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>The belief that a human resource, when put through different management development programmes, is converted into a good management resources is supported by which common approach?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Manufacturing approach</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Walk about approach</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Name the steps that develop strategic framework for HRD</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
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<td><strong>Question</strong></td>
<td>Human resource management is responsible for getting the best people, training and providing mechanism.</td>
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<tr>
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</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Under HRD, name the factors that act as motivating forces</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Job enrichment, Informal organisation, Participative management</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Employee enrichment, Job enrichment, Participative management</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Single Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>To set wages</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>To set wages</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Through consumers participation in management, consumer will lose their rights through served technique</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
</tr>
</tbody>
</table>
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>According to Shroff (1995) the government needs to focus on three areas which are likely to influence the effective implementation of the economic policy, they are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of these measures</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inadequate institutional reform, lack of directional support, Inadequacies in the communication &amp; political management of these measures</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>People take ______ supportively and use it for development.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Feedback</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Feedback</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the pre-Interview preparation it is useful to note the key points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Paper</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Paper</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The HRD programmes fail due to poverty, social injustice.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the method where common factors to all the jobs are identified.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Point</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Point</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the technique used by the point system and factor comparison system to list the job.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Quantitative</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Quantitative</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>______ is route to be followed in order to realise vision and overall purpose.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Strategy</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategy</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Name the system which is simple, less expensive &amp; less time consuming.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Ranking</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Ranking</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>In ________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>what are the common objections against the treatment of people as assets in a HRM system</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
</tr>
<tr>
<td>Your Answer</td>
<td>It does not recognise the human side, human side to mgmt side to side to mgmt of human resources, it may not be recognised by tax laws, There is no assurance of future benefits</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>15 years</td>
</tr>
<tr>
<td>Your Answer</td>
<td>5 years</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>There are companies where the HR department lists out the raters by choosing randomly from the participant's list of work related employees. Each rater receives an envelop having the following: -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Abraham has identified seven practices of successful organisations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
What are the main issues stressed out throughout the workshop?

**Correct Answer**
Openness to feedback, Developmental attitude

**Your Answer**
Openness to feedback, Developmental attitude

### Select The Blank

**Question**
________ is known not to hold overly one-sided views.

**Correct Answer**
Judgement

**Your Answer**
Judgement

### Multiple Choice Single Answer

**Question**
What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.

**Correct Answer**
Job analysis

**Your Answer**
Job evaluation

### True/False

**Question**
A major beneficiary of liberalization and consequently competition not been the consumer ..... But the inustry

**Correct Answer**
False

**Your Answer**
True

### Multiple Choice Single Answer

**Question**
The liberalization swept through the nation bringing in a new era which compelled Indian business to value up from shumber & reassess its assumption. The characteristics were that of a complete or perish situation

**Correct Answer**
a complete or perish situation

**Your Answer**
a complete or perish situation

### True/False

**Question**
Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker & participation in management

**Correct Answer**
True

**Your Answer**
True

### Multiple Choice Multiple Answer

**Question**
What are the needs for Quality Audit?

**Correct Answer**
It provides a benchmark as to the performance of the quality system, It constitutes a permanent record of the progress in achieving the goals of quality, It facilitates and encourages supplier quality certification systems.

**Your Answer**
It provides a benchmark as to the performance of the quality system, It constitutes a permanent record of the progress in achieving the goals of
quality, It facilitates and encourages supplier quality certification systems.

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the system where the required competencies are available through training, counselling etc.:</td>
<td>Development</td>
<td>Development</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The process of analysing jobs from which job descriptions are developed are called _________.</td>
<td>Job Analysis</td>
<td>Job Analysis</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people</td>
<td>1 year</td>
<td>1 year</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -</td>
<td>&quot;Swim or Sink approach&quot;</td>
<td>&quot;Swim or Sink approach&quot;</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?</td>
<td>It’s own approach to problem solving technique</td>
<td>Open-ended discussion</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;Working on your liabilities&quot;</td>
<td>Life long mission</td>
<td>Life long mission</td>
</tr>
<tr>
<td>Assignment to some important task force or committee</td>
<td>Offsetting Plateauing effect</td>
<td>Offsetting Plateauing effect</td>
</tr>
<tr>
<td>Need-opportunity Alignment</td>
<td>Crucial role played by HRD</td>
<td>Crucial role played by HRD</td>
</tr>
<tr>
<td><strong>Continued self development</strong></td>
<td>A leadership quality</td>
<td>A leadership quality</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question** HR managers to guarantee their viability need to think themselves as -

**Correct Answer** Strategic partners

**Your Answer** Strategic partners

**Select The Blank**

**Question** While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.

**Correct Answer** manegerial

**Your Answer** manegerial

**True/False**

**Question** Counselling involves a one to one discussion between the participant and administrator.

**Correct Answer** True

**Your Answer** True

**Multiple Choice Multiple Answer**

**Question** Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer** The first promotion, Successfully completed assignment, The first performance appraisal

**Your Answer** The first promotion, Successfully completed assignment, The first performance appraisal

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long range</td>
<td>Beyond 5 years</td>
<td>Beyond 5 years</td>
</tr>
<tr>
<td>Business plans</td>
<td>Data from within the organization</td>
<td>Data from within the organization</td>
</tr>
<tr>
<td>Immediate</td>
<td>Within 1 year</td>
<td>Within 1 year</td>
</tr>
<tr>
<td>Intermediate</td>
<td>1 year to 5 years</td>
<td>1 year to 5 years</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question** How can management representatives essentially help employees' organisations?

**Correct Answer** Formulation of plans & providing information

**Your Answer** Formulation of plans & providing information

**Multiple Choice Single Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name one of the processes of job evaluation</td>
<td>Select the method</td>
<td>Point method</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>It is very easy to write grade description, as the number of jobs increases.</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which would be contributed from budgetory support</td>
<td>Rs. 2000 crores</td>
<td>Rs. 2000 crores</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>For closure, if there is no response (from government) within ________ permission is deemed to have been granted</td>
<td>60</td>
<td>60</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial difficulties, accumulation of stock, expiry of license or lease &amp; exhaustion of natural resources are not considered valid reasons for closure as there are ________</td>
<td>avoidable circumstances</td>
<td>avoidable circumstances</td>
</tr>
<tr>
<td><strong>LIST OF ATTEMPTED QUESTIONS AND ANSWERS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The_______ can be made using a checklist of questions</td>
<td>Observation</td>
<td>Observation</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performance development plan is set for the employee by his immediate boss.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade union is a group of two people who come to strengthen their bargaining position.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the three phases of recruitment process:</td>
<td>Planning, Implementing, Evaluating</td>
<td>Planning, Evaluating, Screening</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the two chairman of Hindustan Lever who both followed the pattern of nurturing and handling over to competent successors from within.</td>
<td>Vasant, T. Thomas</td>
<td>Vasant, T. Thomas</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.</td>
<td>EMS</td>
<td>EMS</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>At a certain stage the upword mobility stops for many employees. This phenomenon ideally takes place around the age of</td>
<td>40</td>
<td>40</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the primary objective behind SSL?</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
<td>To forecast skill requirements</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The benefit of job evaluation is that it lays down the foundation for a rational wage structure</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It can be enaged that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:</td>
<td>Search for security</td>
<td>Freedom or Independence</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

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</thead>
<tbody>
<tr>
<td>Name the factors which come under 'Career System' that is component system of HRD:</td>
<td>Career development, Potential appraisals, Career planning</td>
<td>Career planning, Career development, Potential appraisals</td>
</tr>
</tbody>
</table>

**True/False**

<table>
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<tr>
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<th>Your Answer</th>
</tr>
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<tbody>
<tr>
<td>The job falling under the same grade get different wage scale.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.</td>
<td>Elliot Jacques</td>
<td>Elliot Jacques</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On the basis of job elements and organisational demand an appropriate _________ of job evaluation should be selected.</td>
<td>method</td>
<td>method</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concept suggested by Elliot Jacques.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
</tr>
<tr>
<td>Job Factors enumerated as:</td>
<td>Effort, responsibility, skill, working conditions</td>
<td>Effort, responsibility, skill, working conditions</td>
</tr>
<tr>
<td>Wage survey :</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
</tr>
<tr>
<td>Designing wage structure :</td>
<td>Similar jobs are grouped and</td>
<td>Similar jobs are grouped and</td>
</tr>
<tr>
<td>Select The Blank</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Some organisations use _______ &amp; committee management as techniques of training &amp; development for flexitime systems</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Job rotation</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Job rotation</td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<table>
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<th>True/False</th>
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<tr>
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<td><strong>Your Answer</strong></td>
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<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
</tbody>
</table>
Your Answer  Employment Generation Fund

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>________ assignment can also be recommended for career development.</th>
<th>Correct Answer</th>
<th>Rotational</th>
<th>Your Answer</th>
<th>Mandatory</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>One of the feature HRD goals are, ________ is a perishable commodity</th>
<th>Correct Answer</th>
<th>Labour</th>
<th>Your Answer</th>
<th>Labour</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>________ are the visible amounts given for fertilizers export promotion, etc.</th>
<th>Correct Answer</th>
<th>Explicit subsidies</th>
<th>Your Answer</th>
<th>Explicit subsidies</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>True/False</th>
<th>Question</th>
<th>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</th>
<th>Correct Answer</th>
<th>True</th>
<th>Your Answer</th>
<th>True</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Self-questionnaires is to be filled by whom?</th>
<th>Correct Answer</th>
<th>Participant</th>
<th>Your Answer</th>
<th>Participant</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Stephen Knauf defined HRA as &quot; the measurement &amp; ________ of Human organisational inputs such as recruitment, training experience &amp; commitment</th>
<th>Correct Answer</th>
<th>Qualification</th>
<th>Your Answer</th>
<th>Qualification</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Under point method, common factors to all the jobs are identified.</th>
<th>Correct Answer</th>
<th>True</th>
<th>Your Answer</th>
<th>True</th>
</tr>
</thead>
</table>
### Multiple Choice Multiple Answer

**Question**
Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:

**Correct Answer**
Creative imagination, Sense of reality, Effective leadership

**Your Answer**
Creative imagination, Sense of reality, Effective leadership

### True/False

**Question**
Organisations should pay for the value of the job but not for the value of the person.

**Correct Answer**
False

**Your Answer**
True

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ultimate goal of all job related training.</td>
<td>Long-term improvement.</td>
<td>Long-term improvement.</td>
</tr>
<tr>
<td>Problem children</td>
<td>High potential</td>
<td>High potential</td>
</tr>
<tr>
<td>Concentration of developmental activities on certain categories</td>
<td>Gets the best results</td>
<td>Gets the best results</td>
</tr>
<tr>
<td>Creativity &amp; Practical skills</td>
<td>Walkabout challenges</td>
<td>Walkabout challenges</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**
Name the recruitment process which is said to be a costly affair

**Correct Answer**
External

**Your Answer**
External

### Multiple Choice Single Answer

**Question**
The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:

**Correct Answer**
Managerial competence

**Your Answer**
Disfunctional competence

### Multiple Choice Single Answer

**Question**
In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?

**Correct Answer**
Exporatory stage

**Your Answer**
Establishment stage

### Multiple Choice Single Answer

**Question**
At a certain stage the upword mobility stops for many employees. This is inescapable in view of pyramid organisation structure. This phenomenon is called:

---

### Multiple Choice Multiple Answer

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**Correct Answer**
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### Multiple Choice Single Answer

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External

**Your Answer**
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### Multiple Choice Single Answer

**Question**
The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:

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### Multiple Choice Single Answer

**Question**
In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?

**Correct Answer**
Exporatory stage

**Your Answer**
Establishment stage

### Multiple Choice Single Answer

**Question**
At a certain stage the upword mobility stops for many employees. This is inescapable in view of pyramid organisation structure. This phenomenon is called:
Correct Answer: Plateauing  
Your Answer: Plateauing

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Where the firm puts the proposed changes into practice is called ________ stage.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Implementation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Implementation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>While planning for surplus, the following are the options:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
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**Multiple Choice Single Answer**

<table>
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<tr>
<th>Question</th>
<th>When one's financial &amp; social position is almost entirely determined by the second occupation, the extent of second jobbing may be known as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Full Moon Lighting</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Full Moon Lighting</td>
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</table>
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

True/False
Question In the Grid Seminars, stress is laid on teaching.
Correct Answer False
Your Answer False

Select The Blank
Question The role of the organisation in career planning is to introduce & strengthen systems to ensure _________ of employees
Correct Answer Career Progression
Your Answer Career Progression

True/False
Question Organisations should pay for the value of the job but not for the value of the person.
Correct Answer False
Your Answer False

Select The Blank
Question Where the firm pats the proposed changes into practice is called _________ stage.
Correct Answer Implementation
Your Answer Implementation

Select The Blank
Question Employer has to pay _________ of the basic wages to the employees during the lay off period
Correct Answer 0.5
Your Answer 0.5

True/False
Question Majority of the disputes in industries are related to the problem of wages, salaries & benefits
Correct Answer True
Your Answer True

True/False
Question Long range planning are beyond eight years
Correct Answer False
Your Answer False

Select The Blank
Question _________ should reinforce positive behaviour.
Correct Answer Feedback
Your Answer Feedback

Multiple Choice Single Answer
Question What should be suggestive and not prescriptive .
Correct Answer Feedback
Your Answer Feedback

Match The Following
Question Correct Answer Your Answer
Major sources of recruitment in private sector.Employee recommendations and advertisement.Employee recommendations and advertisement.
SANDOZ INDIA LTD. Internal Advertising is restored for all vacancies.Internal Advertising is restored for all vacancies.
NATIONAL MACHINERymanufacturers ltd.Vacancy is filled in by promoting the employees seniority, merits.Vacancy is filled in by promoting the employees seniority, merits.

Multiple Choice Single Answer
Question Participation of management' representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -
Correct Answer To exchange their contradictory views
Your Answer To exchange their contradictory views

Multiple Choice Multiple Answer
Question What are the major advantages of a Generic Benchmarking Technique?
Correct Answer It is readily transferable , New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals.,Proven systems can be implemented with minimal modification
New practices, earlier implemented in an entire industry can be brought into, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification.

**Multiple Choice Multiple Answer**

**Question** What are the objectives of a quality control programme?

**Correct Answer** Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

**Your Answer** Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

**Multiple Choice Single Answer**

**Question** The Main contribution of HRD audit is to focus on

**Correct Answer** Value-adding HRD

**Your Answer** Value-adding HRD

**Multiple Choice Multiple Answer**

**Question** 360-Degree Appraisal is to get a broad assessment of an individual from different sources, following factors need to be watched at this stage -

**Correct Answer** Individual learning, Organisational learning, Improved Individual behaviour

**Your Answer** Individual learning, Organisational learning, Improved Individual behaviour

**Multiple Choice Single Answer**

**Question** Name the system which is simple, less expensive & less time consuming.

**Correct Answer** Ranking

**Your Answer** Factor comparison

**Multiple Choice Multiple Answer**

**Question** what are the common objections against the treatment of people as assets in a HRM system

**Correct Answer** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

**Your Answer** people are not owned by the organisation, it may not be recognised by tax laws, There is no assurance of future benefits

**Select The Blank**

**Question** ___ of managers assessed in the same study were positioned in the "Stars" category.

**Correct Answer** 0.15

**Your Answer** 0.15
Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________
Correct Answer: avoidable circumstances
Your Answer: avoidable circumstances

True/False
The reviewer has the prime role of recording major appraisal details.
Correct Answer: False
Your Answer: False

Multiple Choice Single Answer
The concept of quality control as a distinct discipline emerged in the United States in the early -
Correct Answer: 1920’s
Your Answer: 1920’s

Select The Blank
Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.
Correct Answer: 40
Your Answer: 40

Multiple Choice Multiple Answer
List the measures to overcome the HRD problems in India
Correct Answer: Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
Your Answer: Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

Match The Following
The ultimate goal of all job related training. Long-term improvement. Long-term improvement.
Problem children High potential High potential
Concentration of developmental activities on certain categories Gets the best results Gets the best results
Creativity & Practical skills Walkabout challenges Walkabout challenges

Select The Blank
The factors coming under Discipline & Attendance are Time keeping and ________.
Correct Answer: Obedience
Your Answer: Obedience

Multiple Choice Multiple Answer
Performance counselling should not give a chance in discussion like -
Correct Answer: Increments, Salaries, Rewards
Your Answer: Increments, Salaries, Rewards

True/False
An employee who is categorised as Dead wood is one who has absolutely no potential for growth & should be included in a rationalization programme.
Correct Answer: False
Your Answer: False

Multiple Choice Single Answer
When effort to earn additional income through a second job does not bear fruit, such type of efforts & the consequent results may be called as -
Correct Answer: Blue Moon lighting
Your Answer: Blue Moon lighting

True/False
Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.
Correct Answer: True
Your Answer: True

Multiple Choice Single Answer
What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?
Correct Answer: Disharmony in individual & organisational goal balance.
Your Answer: Disharmony in individual & organisational goal balance.

Multiple Choice Multiple Answer
A key HR role in the firm will be multidisciplinary consulting around -
Correct Answer Individual , Team , Business unit
Your Answer Individual , Team , Business unit

Select The Blank
Question A strategy based on superior service is very powerful as the ________ is high
Correct Answer value added
Your Answer value added

Multiple Choice Single Answer
Question Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at the department / divisional level invite to attend such meetings?
Correct Answer Divisional / departmental manager & personnel manager.
Your Answer Representatives from line & personnel areas

Multiple Choice Single Answer
Question A multi-Rate Appraisal and feedback system is essentially
Correct Answer a 360 degree Appraisal
Your Answer Multi - pronged technique

True/False
Question A major beneficiary of liberalization and consequently competition not been the consumer ... .. But the inustry
Correct Answer False
Your Answer False

True/False
Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer False

Select The Blank
Question Most HRD audit are due to failures of ________.
Correct Answer Implementation
Your Answer Implementation

Multiple Choice Multiple Answer
Question What were the elements of the liberalization Movement?
Correct Answer Abolishion of licensing , MRTP limit , Foreign Investment
Your Answer Abolishion of licensing , MRTP limit , Foreign Investment

Multiple Choice Multiple Answer
Question Succession planning is done in three time frames, those are-
Correct Answer Immediate , Intermediate , Long range
Your Answer Immediate , Intermediate , Long range

Multiple Choice Single Answer
Question Every employee also has a succession plan to him, which is also known as -
Correct Answer Shadow planning
Your Answer Career planning

Select The Blank
Question The job evaluation programme once installed must be continued on a ________ basis.
Correct Answer permanent
Your Answer permanent

Multiple Choice Multiple Answer
Question Name the three phases of recruitment process:
Correct Answer Planning , Implementing , Evaluating
Your Answer Planning , Implementing , Evaluating
**True/False**

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<th>Your Answer</th>
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<tbody>
<tr>
<td>The dimensions of the Human Resources portfolio matrix do not have the same form as for product &amp; market portfolio.</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>HRD audit can also be used against the HRD department</td>
<td>True</td>
<td>False</td>
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**Multiple Choice Multiple Answer**

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<td>Name the steps that develop strategic framework for HRD</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development, Under costed employee development</td>
</tr>
</tbody>
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<td>________ means every employee is an active participant in goal attainment.</td>
<td>Employee involerment</td>
<td>Employee involerment</td>
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**True/False**

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<th>Your Answer</th>
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<td>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
<td>True</td>
<td>True</td>
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**Multiple Choice Multiple Answer**

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<tbody>
<tr>
<td>Under orientation programmes, some very important issues discussed and clarified are:</td>
<td>Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?</td>
<td>Purpose of 360 Degree Feedback, Who analyzes the data?, Who are the participants?</td>
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<th>Your Answer</th>
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<tr>
<td>The whole process of conducting a 360 - Degree Feedback process in any Organisation could last about ________.</td>
<td>One &amp; half to about 3 months</td>
<td>One &amp; half to about 3 months</td>
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**Multiple Choice Single Answer**

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<th>Question</th>
<th>In a re-engineering programme, when a process changes so does the ______ of the concerned employee.</th>
</tr>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>job profile</td>
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<td>Your Answer</td>
<td>job profile</td>
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**Multiple Choice Single Answer**

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<th>Question</th>
<th>Name the process which is continuous and stops only when the organisation ceases to exist</th>
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<td>Correct Answer</td>
<td>Hiring</td>
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<td>Your Answer</td>
<td>Hiring</td>
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**Select The Blank**

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<th>Question</th>
<th>Union leaders at different levels &amp; at federations are elected on ________</th>
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<tr>
<td>Correct Answer</td>
<td>democratic principle</td>
</tr>
<tr>
<td>Your Answer</td>
<td>political considerations</td>
</tr>
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**Multiple Choice Single Answer**

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<tr>
<th>Question</th>
<th>Name one of the drawbacks that can take place while designing the form-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The rating scale are ambiguous</td>
</tr>
<tr>
<td>Your Answer</td>
<td>The rating scales of the employee</td>
</tr>
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**Multiple Choice Multiple Answer**

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<th>List the measures to overcome the HRD problems in India</th>
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<td>Correct Answer</td>
<td>Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance</td>
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**Multiple Choice Multiple Answer**

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<th>Question</th>
<th>The HRD outcomes can influence the organisation's business goals which may be in terms of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Higher productivity , Satisfied customers , Satisfied stockholders</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Cost effectiveness , Satisfied customers , Satisfied stockholders</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
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<th>Question</th>
<th>If supply of labour is higher than demand, which factor would be relatively low?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Wage</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Wage</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>various ministeries , manufactures of commerce , cost account &amp; Consumer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>manufactures of commerce , cost account &amp; Consumer , various ministeries , employess organisations</td>
</tr>
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</table>

**Multiple Choice Single Answer**

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<th>Question</th>
<th>How would human resource management be used as a business development tool?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Infusing professionalism &amp; dynamism</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Infusing professionalism &amp; dynamism</td>
</tr>
</tbody>
</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workers and trade unions never participate in the management of human resources</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the system which is simple, less expensive &amp; less time consuming.</td>
<td>Ranking</td>
<td>Ranking</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In the same organisation, with the new policy, what is the policy if the assessor is transferred from his/her job after Feb.</td>
<td>He/She will complete the appraisal of those reporting to him/her &amp; proceed on transfer</td>
<td>The appraisal will be done by the new incumbent in the position as at 31st Aug.</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While planning for surplus, the following are the options:</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
<td>Increase work hours, Redesign the jobs, Reassign the jobs</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human resource management is responsible for getting the best people, training and providing mechanism.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A strong ________ can have a lasting effect and provide sustenance to an organisation.</td>
<td>Culture</td>
<td>Culture</td>
</tr>
<tr>
<td>Question</td>
<td>What are the general characteristics of a Technical - functional competence?</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>---------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants, Primary interest in functional work</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Primary interest in functional work, Such individuals start a new business, less for making money than for creating product that could be identified as theirs, They would like to remain expert rather than become general managers</td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Supervision &amp; leadership, Co-operation &amp; association outside the line of authority, Probability &amp; consequences of errors</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Supervision &amp; leadership, Leadership &amp; management, Co-operation &amp; association outside the line of authority</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>__________ and retention of qualified employees is a common goal shared by many employers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is it that can be defined as a written record of the duties, responsibilities and conditions of job.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job discription</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job discription</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simple act of comparison &amp; learning for organisational improvement</td>
<td>Benchmarking</td>
<td>Benchmarking</td>
</tr>
<tr>
<td>Japanese firms had long been benchmarking other companies, many of them American</td>
<td>Ohirata (1994)</td>
<td>Ohirata (1994)</td>
</tr>
<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>Ford Motors</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the factors which come under 'Work Planning' that is component systems of HRD:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Performance appraisal, Role analysis, Contextual analysis</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Potential appraisals, Performance appraisal, Role analysis</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Search for security</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Search for security</td>
</tr>
</tbody>
</table>
### Select The Blank

**Question**

________ should reinforce positive behaviour.

**Correct Answer** Feedback

**Your Answer** Feedback

### True/False

**Question**

Trade union is a group of two people who come to strengthen their bargaining position.

**Correct Answer** False

**Your Answer** False

### Select The Blank

**Question**

For closure government permission is required at least ________ days before the intended closure.

**Correct Answer** 90

**Your Answer** 30

### Multiple Choice Multiple Answer

**Question**

What are the key components of a Business Process Re-engineering Programme?

**Correct Answer** Customer Satisfaction, Service delivery, Product development

**Your Answer** Benchmarking, Customer Satisfaction, Service delivery, Product development

### Multiple Choice Single Answer

**Question**

What is the percentage change in allocation for such a sector over the preceding years allocation?

**Correct Answer** 0.5

**Your Answer** 0.3

### Multiple Choice Multiple Answer

**Question**

What are the common objections against the treatment of people as assets in a HRM system?

**Correct Answer** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

**Your Answer** There is no assurance of future benefits, it does not recognise the human side human side to mgmt side to side to mgmt of human resources, people are not owned by the organisation

### Select The Blank

**Question**

At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.

**Correct Answer** EMS

**Your Answer** EMS

### Select The Blank

**Question**

________ is route to be followed in order to realise vision and overall purpose.

**Correct Answer** Strategy

**Your Answer** Strategy

### Multiple Choice Multiple Answer

**Question**

Job performance refers to :-

---

5
Correct Answer | The actual achievements compared with the objectives of the job.
---|---
Your Answer | Successful completion of an assigned task contributing to the organisation goals. The actual achievements compared with the objectives of the job. The actual achievements of the individual compared with the target / expectations.
**Multiple Choice Multiple Answer**
**Question** | What are the main issues stressed out throughout the workshop?
---|---
Correct Answer | Openness to feedback, Developmental attitude
Your Answer | Openness to feedback, Developmental attitude, Closeness to Feedback, Organisational attitude
**Multiple Choice Single Answer**
**Question** | What is concerned with developing a pool of candidates in line with the human resources plan
---|---
Correct Answer | Recruitment
Your Answer | Development
**Match The Following**
**Question** | Manpower planning method.
---|---
Correct Answer | Long range estimates of vacancies.
Your Answer | Long range estimates of vacancies.
**Question** | Step involved in manpower planning
---|---
Correct Answer | Selecting adequate source of recruitment.
Your Answer | Selecting adequate source of recruitment.
**Question** | Name the three types of forecast
---|---
Correct Answer | Economic, employee market, co's sales expansion forecasts.
Your Answer | Long, short and medium forecasts.
**Question** | Limitation of manpower planning.
---|---
Correct Answer | Inaccuracy.
Your Answer | Inaccuracy.
**Multiple Choice Multiple Answer**
**Question** | Within the establishment stage of the career development cycle, what are very important occasions for a young employee?
---|---
Correct Answer | The first promotion, Successfully completed assignment, The first performance appraisal
Your Answer | The first promotion, Successfully completed assignment, The first performance appraisal
**True/False**
**Question** | Long range planning are beyond eight years
---|---
Correct Answer | False
Your Answer | False
**Multiple Choice Single Answer**
**Question** | There are several ways in which human resource management can strengthen relationships to accomplish organisational goals. What was one of the findings from the survey of 1996 from some Indian Experiences?
---|---
Correct Answer | An increasing number of human resources professionals have been included in the top management.
Your Answer | Building synergies across the organisation.
<table>
<thead>
<tr>
<th><strong>LIST OF ATTEMPTED QUESTIONS AND ANSWERS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>True/False</strong></td>
</tr>
<tr>
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<tr>
<td><strong>Your Answer</strong></td>
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<td><strong>Multiple Choice Single Answer</strong></td>
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<tr>
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<tr>
<td><strong>Question</strong></td>
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<td><strong>Your Answer</strong></td>
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<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
</tr>
<tr>
<td><strong>Question</strong></td>
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<tr>
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<td><strong>Question</strong></td>
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<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
</tr>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
</tr>
</tbody>
</table>
### Question
A Managerial Walkabouts presents the students with some basic challenges, such as -

**Correct Answer**  Logical Enquiry, Service, Adventure

**Your Answer**  Logical Enquiry, Service, Adventure

### Select The Blank
**Question**  ______ leads to conflict between various departments is a functional organisation

**Correct Answer**  The lack of appreciation for the constraints of other department

**Your Answer**  The lack of appreciation for the constraints of other department

### True/False
**Question**  The process of 360 Degree appraisal is broken into two stages - planning, implementation.

**Correct Answer**  False

**Your Answer**  False

### Multiple Choice Multiple Answer
**Question**  Under the 'Point rating system' name the important steps mentioned:

**Correct Answer**  Wage survey, Construction of the yardsticks, Designing wage structure.

**Your Answer**  Construction of the yardsticks, Wage survey, Designing wage structure.

### Multiple Choice Multiple Answer
**Question**  Training of appraisee can primarily address issues like -

**Correct Answer**  How to process the data, How to identify the areas for personal development, How to chart out action

**Your Answer**  How to process the data, How to identify the areas for personal development, How to chart out action

### Multiple Choice Multiple Answer
**Question**  Despite what problems faced, India managed to implement economic restructuring?

**Correct Answer**  Inbalanced wealth distribution, inefficient services, clootic political scenario

**Your Answer**  Inbalanced wealth distribution, inefficient services, clootic political scenario

### True/False
**Question**  It is very easy to write grade description, as the number of jobs increases.

**Correct Answer**  False

**Your Answer**  False

### True/False
**Question**  The benefit of job evaluation is that it lays down the foundation for a rational wage structure.

**Correct Answer**  True
### Multiple Choice Single Answer
- **Question**: What is concerned with developing a pool of candidates in line with the human resources plan.
- **Correct Answer**: Recruitment
- **Your Answer**: Recruitment

### Multiple Choice Single Answer
- **Question**: Whose development plays an integral part in a Company today.
- **Correct Answer**: Employee
- **Your Answer**: Employee

### True/False
- **Question**: The relationship between good HR practices and organisational effectiveness is very simple.
- **Correct Answer**: False
- **Your Answer**: False

### Select The Blank
- **Question**: The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________.
- **Correct Answer**: One & half to about 3 months
- **Your Answer**: One & half to about 3 months

### Select The Blank
- **Question**: ________ and retention of qualified employees is a common goal shared by many employers.
- **Correct Answer**: Recruitment
- **Your Answer**: Recruitment

### True/False
- **Question**: Human resource Audit is full-fledged methodology to bring about a change.
- **Correct Answer**: False
- **Your Answer**: False

### Multiple Choice Multiple Answer
- **Question**: Name the steps that develop strategic framework for HRD
- **Correct Answer**: Realistic employee development, Measurable employee development, Well costed employee development
- **Your Answer**: Realistic employee development, Measurable employee development, Well costed employee development
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which systems are more scientific in the organisations, as each individual will have an individual score card.</td>
<td>Appraisal</td>
<td>Appraisal</td>
</tr>
<tr>
<td>HRD process variable include -</td>
<td>Role clarity, Work planning, Better communication</td>
<td>Role clarity, Work planning, Better communication</td>
</tr>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
<td>Role clarity</td>
</tr>
<tr>
<td>Career planning is essentially the process of aligning the career needs of the employee with the organisational career opportunities</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>In the future what sort of organisations would provide expert advice &amp; consultancy &amp; further will also supply human resources for executing their projects.</td>
<td>Employee leasing</td>
<td>Employee leasing</td>
</tr>
<tr>
<td>Eight members is considered to be the norm as to the no. of members constituting a QC-</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>What are the prerequisites for the perfect functioning of management participation in trade unions</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Correct Answer: The union should be well organised with sound rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other.

Your Answer: The union should be well organised with sound rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other.

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance counselling should not give a chance in discussion like -</td>
<td>Increments, Salaries, Rewards</td>
<td>Increments, Salaries, Rewards</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the three performance counselling phase.-</td>
<td>Rapport building, Exploration, Action Planning</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
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<tr>
<th>Question</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Why do employees adopt proxy system? In order to improve</td>
<td>to their social status, their economic status, their psychological status</td>
<td>to their social status, their economic status, their psychological status</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
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<tbody>
<tr>
<td>Long range planning are beyond eight years</td>
<td>False</td>
<td>False</td>
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**True/False**

<table>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The dimensions of the Human Resources portfolio matrix do not have the same form as for product &amp; market portfolio.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
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<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>Ford Motors</td>
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<td>Simple act of comparison &amp; learning for organisational improvement</td>
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<td>Benchmarking</td>
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**Select The Blank**

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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The problem and challenges of continuous improvement can be effectively tackled by taking advantage of ________.</td>
<td>Synergy of teams</td>
<td>Synergy of teams</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.</td>
<td>Elliot Jecques</td>
<td>Elliot Jecques</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.</td>
<td>Managerial</td>
<td>Managerial</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ________ role is to ensure the deserving managers should get appropriate opportunities for job Rotation.</td>
<td>Reviewer</td>
<td>Reviewer</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A________ having openness, trust, authenticity as its bed rock is highly suitable for 360 - degree appraisal.</td>
<td>Culture</td>
<td>Culture</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
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<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ assignment can also be recommended for career development.</td>
<td>Rotational</td>
<td>Rotational</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under orientation programmes, some very important issues discussed and clarified are:</td>
<td>Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?</td>
<td>Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?</td>
</tr>
</tbody>
</table>
**Select The Blank**

<table>
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<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is a difficult exercise, therefore it should be done with care.</td>
<td>Potential appraisal</td>
<td>Potential appraisal</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upto late seventies, how many organisations were with HRD department?</td>
<td>Twelve</td>
<td>Six</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the measures to overcome the HRD problems in India</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
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<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major sources of recruitment in private sector.</td>
<td>Employee recommendations and advertisement.</td>
<td>Employee recommendations and advertisement.</td>
</tr>
<tr>
<td>SANDOZ INDIA LTD.</td>
<td>Internal Advertising is restored for all vacancies.</td>
<td>Internal Advertising is restored for all vacancies.</td>
</tr>
<tr>
<td>NATIONAL MACHINERY manufacturers ltd.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
</tr>
<tr>
<td>Major sources of recruitment in public sector.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
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</table>
**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

### Select The Blank

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<tbody>
<tr>
<td>Under training and development plan, the form is to be prepared in ________ form.</td>
<td>Duplicate</td>
<td>Structured</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collecting bargainig is an institutional process for solving problems arising directly out of employee-worker relationships</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The process of analysing jobs from which job descriptions are developed are called ________</td>
<td>Job Analysis</td>
<td>Job Analysis</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the prerequisites for the perfect functioning of management participation in trade unions</td>
<td>The union should be well organised with sounds rules, the coverage of items for discussion &amp; participation should be pre-set, both parties should have implicit faith in information supplied by the other</td>
<td>The union should be well organised with sounds rules, the coverage of items for discussion &amp; participation should be pre-set, both parties should have implicit faith in information supplied by the other</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm create programmes that yield better returns on human capital.</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</td>
<td>40</td>
<td>45</td>
</tr>
<tr>
<td>True/False</td>
<td>Question</td>
<td>Federations &amp; unions constitute not only a part of organisations but also an important and crucial wing of them</td>
</tr>
<tr>
<td>------------</td>
<td>----------</td>
<td>------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Correct Answer | True | \[
| Your Answer | True | \[

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Employees at present need more freedom &amp; autonomy in doing the work</th>
</tr>
</thead>
</table>
| Correct Answer | True | \[
| Your Answer | True | \[

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>When effort to earn additional income through a second job does not bear fruit, such type of efforts &amp; the consequent results may be called as -</th>
</tr>
</thead>
</table>
| Correct Answer | Blue Moon lighting | \[
| Your Answer | Blue Moon lighting | \[

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?</th>
</tr>
</thead>
</table>
| Correct Answer | As strategic business partner | \[
| Your Answer | As pro-active functional partner | \[

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Which pay is one of the most crucial pay given to the employee &amp; also shown in the pay structure.</th>
</tr>
</thead>
</table>
| Correct Answer | Performance | \[
| Your Answer | Strategic | \[

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>What are the uses of the 'Balanced Score Card' as a strategic management system?</th>
</tr>
</thead>
</table>
| Correct Answer | It is used as a management tool. , It is used to enhance strategic feedback and learning curves. , It is used to clarify & translate vision & strategy | \[
| Your Answer | It is used to clarify & translate vision & strategy , It is used as a management tool. , It is used to enhance strategic feedback and learning curves. | \[

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>leads to conflict between various departments is a functional organisation</th>
</tr>
</thead>
</table>
| Correct Answer | The lack of appreciation for the constraints of other department | \[
| Your Answer | High degree of autonomy | \[

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Name of the various HRD score card:</th>
</tr>
</thead>
</table>
| Correct Answer | | \[
| Your Answer | | \[

2
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>The modern HR function has HRD at its core.</td>
<td>True</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>360-Degree Feedback enhances the quality of _______ decisions.</td>
<td>HRD</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>HR</td>
<td>HRD</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>A leader who lacks the other basic qualities can lead others in the wrong direction.</td>
<td>True</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>In the Grid Seminars, stress is laid on teaching.</td>
<td>False</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Name the three performance counselling phase.</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Role clarity</td>
<td>Role clarity</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.</td>
<td>Job analysis</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Job analysis</td>
<td>Job analysis</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The first HRD department in the Indian corporate sector was started in 1975 in Larsen &amp; Toubro (L &amp; T).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The TQM philosophy was evolved or theorised by -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Demming</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Demming</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What were the features of globalization in the Indian content?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Expansion of business globally, Global market accessibility, Global orientation of organisational structure</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Expansion of business globally, Global market accessibility, Global orientation of organisational structure</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Employer has to pay ________ of the basic wages to the employees during the lay off period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.3</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the person who lacks the other basic qualities can lead others in the wrong direction.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Leader</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Clerk</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career path model</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Career path model</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the major advantages of a Generic Benchmarking Technique?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification</td>
</tr>
<tr>
<td>Your Answer</td>
<td>It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification</td>
</tr>
</tbody>
</table>

**True/False**
<table>
<thead>
<tr>
<th>Question</th>
<th>Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker &amp; participation in management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Moon-lighting</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Dual career grouping</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the two factors which lead people to work:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Economic, Motivation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Organising, Motivation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Creative imagination, Sense of reality, Effective leadership</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Creative imagination, Sense of reality, Effective sensibility</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The Main contribution of HRD audit is to focus on</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Value-adding HRD</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Value-adding HRD</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>A culture having which factors as its bed rocks is highly suitable for 360 degree appraisal.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Openness, Authenticity, Confrontation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Openness, Authenticity, Confrontation</td>
</tr>
</tbody>
</table>

**Select The Blank**

| Question | The problem and challenges of continuous improvement can be effectively tackled by taking advantage of ________.
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Synergy of teams</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Training</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the preparations to be done during pre-interview session by the employer about the employee.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Background, Training, Experience</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Background, Training, Experience</td>
</tr>
</tbody>
</table>

5
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.</td>
<td>method</td>
<td>method</td>
</tr>
<tr>
<td>The concept of quality control as a distinct discipline emerged in the United States in the early -</td>
<td>1920's</td>
<td>1920's</td>
</tr>
<tr>
<td>People take ________ supportively and use it for development.</td>
<td>Feedback</td>
<td>Feedback</td>
</tr>
<tr>
<td>Financial difficulties, accumulation of stock, expiry of license or lease &amp; exhaustion of natural resources are not considered valid reasons for closure as there are ________</td>
<td>avoidable circumstances</td>
<td>avoidable circumstances</td>
</tr>
<tr>
<td>As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty.</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>How does the people in the organisation take feedback seriously and try to benefit from the same?</td>
<td>The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others.</td>
<td>The candidate is desirous to be better, The candidate is desirous of knowing himself through the eyes of others.</td>
</tr>
<tr>
<td>In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years</td>
<td>two</td>
<td>two</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>The HRD programmes fail due to poverty, social injustice.</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>----------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the situation where a person takes the necessary steps at the right moment of time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Action</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Reaction</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various Organisational effectiveness dimensions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**  
**Question**: How can management representatives essentially help employees' organisations?  
**Correct Answer**: Formulation of plans & providing information  
**Your Answer**: By taking on the role of facilitators

**Multiple Choice Multiple Answer**  
**Question**: Why has 'Outside leadership' played a pivotal role in the Indian Trade unions movement?  
**Correct Answer**: Due to a low educational standard, Poor command over English, Fear of victimization by the employer  
**Your Answer**: Fear of victimization by the employer, Bureaucracy & red tapism

**True/False**  
**Question**: Federation & unions at few levels are managed on the lines of management of a political body  
**Correct Answer**: False  
**Your Answer**: True

**Multiple Choice Single Answer**  
**Question**: In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.  
**Correct Answer**: Employee leasing  
**Your Answer**: Employee leasing

**Multiple Choice Multiple Answer**  
**Question**: What kind of Grading must be brought to the notice of the vice-president of the Company.  
**Correct Answer**: Excellent, Poor  
**Your Answer**: Excellent, Poor

**True/False**  
**Question**: Organisations should pay for the value of the job but not for the value of the person.  
**Correct Answer**: False  
**Your Answer**: True

**Multiple Choice Single Answer**  
**Question**: The questionnaire has over 250 items and requires about how many minutes to complete.  
**Correct Answer**: 90 minutes  
**Your Answer**: 90 minutes

**Multiple Choice Single Answer**  
**Question**: What is it that is necessary for the training manager to know the job's skills which have to be learned by the employee recruited.  
**Correct Answer**: Adequate training  
**Your Answer**: Adequate training

**True/False**
<table>
<thead>
<tr>
<th>Question</th>
<th>Long range planning are beyond eight years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>In ________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>LARSEN &amp; TUBRO LTD.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under &quot;Workshop&quot; feedback is done on which kind of categories?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Managerial role, Leadership styles, Behavioural qualities</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Managerial role, Leadership styles, Behavioural qualities</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>It is not necessary that the subordinate should feel free to participate without fear in the process of review &amp; feedback.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the action steps for effective Benchmarking?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Identifying the human resources related areas to be benchmarked. Prepare a report that documents the processes, functions, its extent &amp; result areas. Understand why such a study is being conducted</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Identifying the human resources related areas to be benchmarked. Prepare a report that documents the processes, functions, its extent &amp; result areas. Understand why such a study is being conducted</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at Plant level / Shop level essentially invite?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Representatives from line &amp; personnel department.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Divisional / departmental manager &amp; line representatives.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Skill, Efforts, Accountability</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Skill, Job enrichment, Accountability</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Question</td>
<td>Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita’s Systems of benchmarking?</td>
<td>Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system</td>
</tr>
<tr>
<td>Your Answer</td>
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</tr>
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</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The role of the organisation in career planning is to introduce &amp; strengthen systems to ensure ________ of employees</td>
<td>Career Progression</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Career Progression</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Self development</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Besides business process re-engineering &amp; benchmarking; then are some other useful tools to bring about continuous improvement in an organisation.</td>
<td>Human Resource Audit, Human Resource Accounting, Urgency Motivation</td>
</tr>
<tr>
<td>Correct Answer</td>
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</tr>
<tr>
<td>Your Answer</td>
<td>Human Resource Audit, Human Resource Accounting, Urgency Motivation</td>
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**Multiple Choice Single Answer**

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<tr>
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<tr>
<td>Which system emphasis a lot on the need to motivate people</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
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<tr>
<td>What is it that is treated as a soul of the HR functions?</td>
<td>HRD</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>HRD</td>
</tr>
<tr>
<td>Your Answer</td>
<td>HRD</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
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<th>Answer</th>
</tr>
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<tbody>
<tr>
<td>One of the feature HRD goals are, ________ is a perishable commodity</td>
<td>Labour</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Labour</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Management</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why is it found that federations &amp; Unions constitute an important &amp; crucial wing of an organisation?</td>
<td>If mismanaged they affect industrial peace</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>If mismanaged they affect industrial peace</td>
</tr>
<tr>
<td>Your Answer</td>
<td>They can be threat to management</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Role clarity</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Role clarity</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Training of appraisee can primarily address issues like -</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>How to process the data , How to identify the areas for personal development , How to chart out action</td>
</tr>
<tr>
<td>----------------</td>
<td>------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Your Answer</td>
<td>How to identify the areas for personal development , How to chart out action</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>Ford Motors</td>
</tr>
<tr>
<td>Simple act of comparison &amp; learning for organisational improvement</td>
<td>Benchmarking</td>
<td>Benchmarking</td>
</tr>
<tr>
<td>Japanese firms had ling been benchmarking other companies, many of them American</td>
<td>Ohirata (1994)</td>
<td>Ohirata (1994)</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD process variable include -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Role clarity , Work planning , Better communication</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Role clarity , Better communication</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the main issues stressed out throughout the workshop?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Openness to feedback , Developmental attitude</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Openness to feedback , Developmental attitude , Organisational attitude</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Flexitime works better when the employees have self-determination</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What includes in Salary Survey ?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inflation indicators , Salary budget averages , Average salaries</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Average Compensation , Average salaries</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the type of skill where the manager generally delegates and gets things done through others.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Leadership skills</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Employer has to pay _______ of the basic wages to the employees during the lay off period</td>
<td>0.5</td>
</tr>
<tr>
<td>For the period of the lay off up to a maximum of _______ workmen will be paid compensation equal to half their basic pay &amp; D.A.</td>
<td>45 days</td>
</tr>
<tr>
<td>People take _______ supportively and use it for development.</td>
<td>Feedback</td>
</tr>
<tr>
<td>Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment</td>
<td>True</td>
</tr>
<tr>
<td>At Hewlett Packard, as part of their BPR programme, the _______ directs resources from applicants to a centralised employment response centre.</td>
<td>EMS</td>
</tr>
<tr>
<td>What can give significant inputs about existing state of accountability of employees.</td>
<td>HRD audit</td>
</tr>
<tr>
<td>Stephen Knauf defined HRA as &quot; the measurement &amp; _______ of Human organisational inputs such as recruitment, training experience &amp; commitment</td>
<td>Qualification</td>
</tr>
<tr>
<td>Collecting bargaining is an institutional process for solving problems arising directly out of employee-worker relationships</td>
<td>False</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

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True/False

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<th>Your Answer</th>
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<td>False</td>
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Multiple Choice Single Answer

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<td>What can give significant inputs about existing state of accountability of employees.</td>
<td>HRD audit</td>
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</tr>
<tr>
<td>Question</td>
<td>Name the recruitment process which is said to be a costly affair</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>---------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>External</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>External</td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>A new professional body called the National HRD Network took birth in:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>1985</td>
</tr>
<tr>
<td>Your Answer</td>
<td>1985</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ should reinforce positive behaviour.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Feedback</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Feedback</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three aspects of manpower planning:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Who should plan? , Planning for whom , Timing for plan</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Why should we plan? , Planning for whom , Timing for plan</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficult in a few year, India needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Non-merit</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Proper implementation and support of all management levels are not very crucial for the success of HRD audit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major sources of recruitment in private sector.</td>
<td>Employee recommendations and advertisement.</td>
<td>Employee recommendations and advertisement.</td>
</tr>
<tr>
<td>SANDOZ INDIA LTD.</td>
<td>Internal Advertising is restored for all vacancies.</td>
<td>Internal Advertising is restored for all vacancies.</td>
</tr>
<tr>
<td>NATIONAL MACHINERY manufacturers ltd.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
</tr>
<tr>
<td>Major sources of recruitment in public sector.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
</tr>
</tbody>
</table>
**HR X002**

<table>
<thead>
<tr>
<th>Question</th>
<th>The HRD outcomes can influence the organisation's business goals which may be in terms of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Satisfied customers, Satisfied stockholders, Higher productivity</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>A dynamic and everchanging environment calls for a shift in approach from human resource management to a proactive and innovative one.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>reactive</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The audit has forced which level of Management to share their plans across their organisation resulting in increased involvement of employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Top</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the process of 360 degree appraisal which can be broken into three stages or levels -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Planning, Implementation, Result</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country doesn't come in the way of career progress</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What are the uses of the 'Balanced Score Card' as a strategic management system?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>It is used to clarify &amp; translate vision &amp; strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Successful HR departments will focus on motivational performance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
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<tr>
<th>Question</th>
<th>The role of which manager must parallel the needs of his changing organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>HR</td>
</tr>
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</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>A major beneficiary of liberalization and consequently competition not been the consumer ….. But the industry</th>
</tr>
</thead>
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<tr>
<td>Correct Answer</td>
<td>False</td>
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**Multiple Choice Single Answer**

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<th>Question</th>
<th>Name the type of skill where the manager generally delegates and gets things done through others.</th>
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**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ is the example of the balanced score card applications in some companies.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Question Type</td>
<td>Question</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>---------------------------------------------------------------------------</td>
</tr>
<tr>
<td>True/False</td>
<td>Performance development plan is set for the employee by his immediate boss.</td>
</tr>
<tr>
<td>True/False</td>
<td>It is very easy to write grade description, as the number of jobs increases.</td>
</tr>
<tr>
<td>True/False</td>
<td>Off-line quality control consists of all control activities that are conducted externally to the production system.</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>People take ________ supportively and use it for development.</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>What is it that is treated as a soul of the HR functions?</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>The factors coming under Discipline &amp; Attendance are Time keeping and ________.</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>One of the importance of HRD is</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Which system emphasis a lot on the need to motivate people</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>What is it that some of the companies have borrowed from professionally managed Cos’</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>What are the key components of a Business Process Re-engineering Programme?</td>
</tr>
<tr>
<td>True/False</td>
<td>The main focus of attention today is the employee.</td>
</tr>
</tbody>
</table>
Select The Blank
Question Large recruitment _______ problematic and vice-versa.
Correct Answer Less

Select The Blank
Question Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________
Correct Answer avoidable circumstances

True/False
Question Workers and trade unions never participate in the management of human resources
Correct Answer False

Multiple Choice Single Answer
Question The function/task of ensuring that all sections are filled in, & the evidence is sufficiently complete is that of the -
Correct Answer Reviewer

Multiple Choice Multiple Answer
Question Succession planning is done in three time frames, those are-
Correct Answer Immediate, Intermediate, Long range

Multiple Choice Multiple Answer
Question According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization & globalization?
Correct Answer Product development, Be able to capitalize on global trade, Not ignore quality

Multiple Choice Single Answer
Question When was the act of absorbing & incorporating the best contemporary practices relevant to the companies needs & by whom?
Correct Answer Xerox (mid 70's)

True/False
Question Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.
Correct Answer True

Select The Blank
Question The ________ provides funds to meet the compensation & training expenditure of retrenched workers.
Correct Answer National Renewal Grant Fund

Multiple Choice Single Answer
Question Why is it that some managements may be disinterested in participation in Trade Unions?
Correct Answer Possibility of cropping up misunderstandings among leaders & members

True/False
Question An employee sponsor, the HR manager plays an integral role in organisational success.
Correct Answer True
<table>
<thead>
<tr>
<th>Limitation of manpower planning</th>
<th>Inaccuracy.</th>
<th>Inaccuracy.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manpower planning method.</td>
<td>Long range estimates of vacancies.</td>
<td>Long range estimates of vacancies.</td>
</tr>
<tr>
<td>Step involved in manpower planning</td>
<td>Selecting adequate source of recruitment.</td>
<td>Selecting adequate source of recruitment.</td>
</tr>
<tr>
<td>Name the three types of forecast</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is the percentage change in allocation for such a sector over the preceeding years allocation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the balanced score card approach the expectation of three shareholders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three important components in aligning business strategy with HR practice:</th>
</tr>
</thead>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Almost all organisations train employees either in their own training colleges or in the training colleges of other organisations. Employees may spend many years at various educational institutes before joining their organisation as employees, which may extend upto -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>15 years</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the data required by Manpower planning from the external environment:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Technology , Govt. Policies &amp; regulations , Composition of work force</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD means competence building, commitment building, and ________ building.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>culture</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What can influence the organisation's business goals?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>HRD outcomes</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ is indicated by work effort and it should be continuous.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Commitment</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ assignment can also be recommended for career development.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rotational</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the three performance counselling phase.-</th>
</tr>
</thead>
</table>
Correct Answer  Rapport building, Exploration, Action Planning
## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>When employees take up other occupation &amp; spend more or less 70% of their time &amp; resources for their business or industrial unit. Second job activity to this extent may be called as:</td>
<td>Three quarter Moon Lighting</td>
<td>Three quarter Moon Lighting</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under point method, common factors to all the jobs are identified.</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

## Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD means competence building, commitment building, and ______ building.</td>
<td>culture</td>
<td>culture</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What were the key components of the New Economic Policy?</td>
<td>Liberalisation , Privatization , Market friendly state</td>
<td>Liberalisation , Privatization , Market friendly state</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the common job responsibilities of an executive?</td>
<td>Co-ordinate Training Programme , Keep cost within budget , Publish House Journal</td>
<td>Co-ordinate Training Programme , Administrative Skills , Publish House Journal</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty:</td>
<td>Providing wrong information about management</td>
<td>Grievance handling about management</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade union is a group of two people who come to strengthen their bargaining position.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

## Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
</tbody>
</table>
The assessment stage

The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.

The design stage

The firm plans the proposed changes into practice.

The firm creates programmes that yield better returns on human capital.

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the method where common factors to all the jobs are identified.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Point</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Factor comparison</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Federation &amp; union at all levels are managed on the lines of management of ____________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>A political body</td>
</tr>
<tr>
<td>Your Answer</td>
<td>A political body</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The ____________ provide resources to approved employment schemes in the organised &amp; marginised sectors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employment Generation Fund</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employment Generation Fund</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>A programme that allows flexible entering &amp; learning (the organisation) times for the employees is known as -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Flexitime</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Flexitime</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &amp; ____________ .</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Development needs for growth</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Training needs to improve future performance.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the factors which come under ' Career System' that is component system of HRD:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career planning, Career development, Potential appraisals</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Career planning, Career development</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Which systems are more scientific in the organisations, as each individual will have an individual score card.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Appraisal</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Appraisal</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Name the different types of compensations.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Commissions, Overtime pay, Stock options</td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Giving a business group exposure when the boss goes on long leave, or long</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>training etc is a good mechanism of career planning</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>What are the action steps for effective Benchmarking?</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Identifying the human resources related areas to be benchmarked.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Prepare a report that documents the processes, functions, its extent &amp; result areas, Understand why such a study is being conducted</td>
</tr>
<tr>
<td><strong>Select The Blank</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>The ______ role is to ensure the deserving managers should get appropriate opportunities for job Rotation.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Reviewer</td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>What is the primary objective behind SSL?</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
</tr>
<tr>
<td><strong>True/False</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Politician as the custodian of the nation has the responsibility to protect the interest of all the parties envolved in the process of organisation</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>The function/task of ensuring that all sections are filled in, &amp; the evidence is sufficiently complete is that of the -</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Reviewer</td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>The differences in which kind of faiths among the people is hurdle in the HRD</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Religious</td>
</tr>
<tr>
<td>----------------</td>
<td>-----------</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Religious</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

**Question**

Why would management participation in trade union be open to opposition by a few?

**Correct Answer**

trade union leader may feel thire influence decelerated among trade union members, member may view thire movement weakend with the influence of management, due to misunderstandings cropping up among leader & members

**Your Answer**

trade union leader may feel thire influence decelerated among trade union members, member may view thire movement weakend with the influence of management, due to misunderstandings cropping up among leader & members

**Multiple Choice Multiple Answer**

**Question**

Mention the objective of the potential appraisal.

**Correct Answer**

To assess an individual in terms of the highest level of work. , To assist the organisation in discharging its responsibility of selecting managers.

**Your Answer**

To assess an individual's sense of reality, To assess an individual's creative imagination, To assess an individual in terms of the highest level of work.

**Select The Blank**

**Question**

The factors coming under Discipline & Attendance are Time keeping and ________.

**Correct Answer**

Obedience

**Your Answer**

Obedience

**Multiple Choice Single Answer**

**Question**

How many numbers of phases make up the process of the feedback?

**Correct Answer**

5

**Your Answer**

5

**Multiple Choice Multiple Answer**

**Question**

Name the three phases of recruitment process:

**Correct Answer**

Planning, Implementing, Evaluating

**Your Answer**

Planning, Implementing, Screening

**True/False**

**Question**

It is technology who can provide competitive advantage to corporations.

**Correct Answer**

False

**Your Answer**

False

**Multiple Choice Single Answer**

**Question**

Following a flexible working hours principle employees of one management institute have to work from 8.30AM to 2.30PM i.e. six hours a day. What is the first 2 hours at work established as where the employees may choose for doing their class work?

**Correct Answer**

Flexible band

**Your Answer**

Flexible band

**True/False**
<table>
<thead>
<tr>
<th>Question</th>
<th>Workers and trade unions never participate in the management of human resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Some organisations use ______ &amp; committee management as techniques of training &amp; development for flexitime systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job rotation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job enrichment</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>______ leads to conflict between various departments is a functional organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Development of own specialised interests</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Western and Third World Studies of organisational excellence indicate major keys to organisational excellence, those are -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Mission, Goals, Policies</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Mission, Goals, Policies</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name of the various HRD score card:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>HRD systems maturity score, Competency score, HRD competencies systems maturity score</td>
</tr>
<tr>
<td>Your Answer</td>
<td>HRD systems maturity score, Competency score</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Despite what problems faced, India managed to implement economic restructuring?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inbalanced wealth distribution, inefficient services, clootic political scenario</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inbalanced wealth distribution, redundant bureaucracy, clootic political scenario</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Which system emphasis a lot on the need to motivate people</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>A dynamic and everchanging environment calls for a shift in approach from human resource management to a proactive and innovative one.</td>
<td>reactive</td>
</tr>
<tr>
<td>Under the phase 3 &quot;Monitoring and Follow Up&quot; the rater also identifies himself in several roles in the questionnaire like a -</td>
<td>Superior, Subordinate, Colleague</td>
</tr>
<tr>
<td>Nowadays is one huge task which the HR managers does, i.e.:</td>
<td>Hiring</td>
</tr>
<tr>
<td>Union leaders at different levels &amp; at federations are elected on ________</td>
<td>democratic principle</td>
</tr>
<tr>
<td>A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.</td>
<td>True</td>
</tr>
<tr>
<td>Employees feel frustrated due to low specialisation in the work</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
What includes in Salary Survey?

**Correct Answer**
Salary budget averages, Average salaries, Inflation indicators

**Your Answer**
Inflation indicators, Salary budget averages, Average salaries

### Multiple Choice Single Answer

**Question**
Under phase 5, what is it that is conducted for two days or more depending on the number of participants

**Correct Answer**
Workshop

**Your Answer**
Follow-up

### Multiple Choice Multiple Answer

**Question**
What are the objectives of a quality control programme?

**Correct Answer**
Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

**Your Answer**
Improvement in minimizing wastages, An effective inspection & control system, Conformance with desired standards.

### Multiple Choice Single Answer

**Question**
While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?

**Correct Answer**
It's own approach to problem solving technique

**Your Answer**
Open-ended discussion

### Multiple Choice Multiple Answer

**Question**
Training of appraisee can primarily address issues like -

**Correct Answer**
How to process the data, How to identify the areas for personal development, How to chart out action

**Your Answer**
How to process the data, How to identify the areas for personal development, How to chart out action

### Multiple Choice Single Answer

**Question**
What was the total budgetary allocation made towards education as a vehicle for social transformate on by the then Minister of Finance, Yashwant Sinha in the 1998 budge?

**Correct Answer**
Rs 70,470 million

**Your Answer**
Rs 70,470 million

### Multiple Choice Multiple Answer

**Question**
List the basic managerial skills:

**Correct Answer**
To supervise, To stimulate, To motivate

**Your Answer**
To supervise, To motivate, To control

### True/False

**Question**
The functioning of federations and unions has its impact on human resources management of various industries & organisation

**Correct Answer**
True
**Select The Blank**

Question: ______ is the example of the balanced score card applications in some companies.

Correct Answer: AT & T

Your Answer: Siemens

**Multiple Choice Multiple Answer**

Question: What are the features of a managerial walkabouts in the Corporate Sector?

Correct Answer: The Manager is made completely free from all other corporate responsibilities, He is full-time on the walkabout, It could mean limited resources being given to a manager to work on.

Your Answer: The Manager is made completely free from all other corporate responsibilities, He is given full freedom & cannot be restrained by corporate policy.

**Select The Blank**

Question: Employer has to pay ______ of the basic wages to the employees during the lay off period

Correct Answer: 0.5

Your Answer: 0.5

**Multiple Choice Single Answer**

Question: During the pre-reform period what was the industrial growth during the 1950-60 period essentially

Correct Answer: 7% to 9%

Your Answer: 6.5% to 8.0%

**Select The Blank**

Question: In no phase of business life is ______ as important as in making promotion decisions.

Correct Answer: Integrity

Your Answer: Innovation

**True/False**

Question: Employee's organisations in India have their impact on various aspects, policies pertaining to human resources management of various industries

Correct Answer: True

Your Answer: True

**True/False**

Question: The HRD programmes fail due to poverty, social injustice.

Correct Answer: True

Your Answer: False

**Multiple Choice Multiple Answer**

Question: Mention certain weaknesses under the grading method:

Correct Answer: It is difficult to write grade description, It oversimplifies sharp differences between different jobs & different grades, It is considered to be less subjective
Your Answer: It is considered to be less subjective, It is difficult to write grade description, It oversimplifies sharp differences between different jobs & different grades.

**True/False**

**Question**: Counselling involves a one to one discussion between the participant and administrator.

**Correct Answer**: True

**Your Answer**: True

**True/False**

**Question**: The relationship between good HR practices and organisational effectiveness is very simple.

**Correct Answer**: False

**Your Answer**: True

**Multiple Choice Single Answer**

**Question**: Which kind of appraisal done seperately will provide feedback on the potential of these managers.

**Correct Answer**: Potential appraisal

**Your Answer**: Managerial appraisal

**Multiple Choice Single Answer**

**Question**: Name the recruitment process which is said to be a costly affair

**Correct Answer**: External

**Your Answer**: External

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are palced under such category.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Simple ranking and grading are palced under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

**Select The Blank**

**Question**: Section _________ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.

**Correct Answer**: 25-G

**Your Answer**: 25-D

**True/False**

**Question**: Human resource Audit is full-fledged methodology to bring about a change.
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</td>
<td>Career path model</td>
<td>Development grade model</td>
</tr>
<tr>
<td>In recent times, which department and head of the same usually initiates the manpower plan.</td>
<td>HR department</td>
<td>HR department</td>
</tr>
<tr>
<td>________ system stresses on discipline and there is simplicity in the form.</td>
<td>Merit rating</td>
<td>Point rating</td>
</tr>
<tr>
<td>________ are the visible amounts given for fertilizers export promotion, etc.</td>
<td>Explicit subsidies</td>
<td>Explicit subsidies</td>
</tr>
<tr>
<td>________ is route to be followed in order to realise vision and overall purpose.</td>
<td>Strategy</td>
<td>Goals</td>
</tr>
<tr>
<td>Under orientation programmes, some very important issues discussed and clarified are:</td>
<td>Who are going to provide feedback?, Purpose of 360 Degree Feedback, Who analyzes the data?</td>
<td>Who analyzes the data?, Who are going to provide feedback?, Who are the participants?</td>
</tr>
<tr>
<td>Name the three performance counselling phase.-</td>
<td>Rapport building, Exploration, Action Planning</td>
<td>Rapport building, Exploration, Action Planning</td>
</tr>
<tr>
<td>Who found that customer perceptions &amp; attitudes were affected by what employees experienced?</td>
<td>Schneider</td>
<td>Schneider</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**
What was the key essential objective of the changed economic policy at the global level?

**Correct Answer**
to integrate the Indian economy with the world economy,

**Your Answer**
to envisage a decontrolled business environment where free market forces would be given more freedom to operate

### Select The Blank

**Question**
At Hewlett Packard, as part of their BPR programme, the ________directs resources from applicants to a centralised employment response centre.

**Correct Answer**
EMS

**Your Answer**
EMS

### True/False

**Question**
Organizations gear most of their management succession activities to the immediate past.

**Correct Answer**
False

**Your Answer**
False

### Multiple Choice Multiple Answer

**Question**
What are the causes for unsound functioning of Indian Trade unions?

**Correct Answer**
Multiple unions, Category wise unions, Intra & inter union rivalry

**Your Answer**
Multiple unions, Intra & inter union rivalry, Over membership

### Select The Blank

**Question**
Stephen Knauf defined HRA as "the measurement & ________ of Human organisational inputs such as recruitment, training experience & commitment"

**Correct Answer**
Qualification

**Your Answer**
Accounting

### Multiple Choice Multiple Answer

**Question**
There are companies where the HR department lists out the raters by choosing randomly from the participant’s list of work related employees. Each rater receives an envelop having the following:

**Correct Answer**
Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator

**Your Answer**
Letter from the administrator, Letter from the participant soliciting feedback, Letter from the monitors

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. George S. Odiorne</td>
<td>HR portfolio matrix (classification Quadrants)</td>
<td>HR portfolio matrix (classification Quadrants)</td>
</tr>
<tr>
<td>Dr. Blake and Mouton</td>
<td>Grid Seminars</td>
<td>Managerial Walkover</td>
</tr>
<tr>
<td>The Interview Method</td>
<td>In the absence of appraisal system</td>
<td>Supervisory Skill Level Survey</td>
</tr>
<tr>
<td>The Questionnaire Method</td>
<td>A large target group</td>
<td>In the absence of appraisal system</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**
A key HR role in the firm will be multidisciplinary consulting around -
<table>
<thead>
<tr>
<th><strong>Correct Answer</strong></th>
<th>Individual, Team, Business unit</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Your Answer</strong></td>
<td>Individual, Team, Business unit</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>The job evaluation programme once installed must be continued on a _______ basis.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>permanent</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>permanent</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficulties in a few years, India needs to cut down about 50% of subsidies in _______ goods since it yields only 10% returns</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Non-merit</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Non-merit</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>Federation &amp; unions at few levels are managed on the lines of management of a political body</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>In which approach towards training and development stress is to be given on learning rather than on teaching?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Agricultural approach</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>SSL Technology</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>Factor comparison system consists of selection of key jobs.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>Name one of the steps to design a performance appraisal plan.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Establish performance standards</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Establish performance standards</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th><strong>Question</strong></th>
<th>What are the needs for Quality Audit?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>It provides a benchmark to the performance of the quality system. It constitutes a permanent record of the progress in achieving the goals of</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
</tr>
</tbody>
</table>

---

6
quality. It facilitates and encourages supplier quality certifications.

<table>
<thead>
<tr>
<th>Your Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>It acts as an appraisal system to gauge the performance of the TQM processes.</td>
<td>It constitutes a permanent record of the progress in achieving the goals of quality.</td>
</tr>
<tr>
<td>It facilitates and encourages supplier quality certifications.</td>
<td></td>
</tr>
</tbody>
</table>
## Multiple Choice Multiple Answer

**Question**

The components of a compensation system includes:

- Correct Answer: Job Evaluation, Job Description, Job Analysis
- Your Answer: Job Evaluation, Job Description, Job Analysis

## True/False

**Question**

The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).

- Correct Answer: True
- Your Answer: True

## Select The Blank

**Question**

A paper prepared by Mr. P. Chidambaram, titled Indian subsidies reveals that in order to clean its fiscal difficulties in a few years, India needs to cut down about 50% of subsidies in ________ goods since it yields only 10% returns.

- Correct Answer: Non-merit
- Your Answer: Non-merit

## Select The Blank

**Question**

The factors coming under Discipline & Attendance are Time keeping and ________.

- Correct Answer: Obedience
- Your Answer: Obedience

## Multiple Choice Single Answer

**Question**

What is the general principle (as per P.A.S policy of premier) of Assessment Routes?

- Correct Answer: 2nd Assessor-superior of first assessor, 2nd Assessor- superior of the 1st assessor
- Your Answer: 1st Assessor-immediate superior, 2nd Assessor HR manager

## True/False

**Question**

It can be enagued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group.

- Correct Answer: True
- Your Answer: True

## Select The Blank

**Question**

_______ means providing the employee with necessary tools & authority to overcome obstacles to achieving goals.

- Correct Answer: Employee empowerment
- Your Answer: Employee empowerment

## Multiple Choice Single Answer

**Question**

What is the primary objective behind SSL?

- Correct Answer: To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.
- Your Answer: To objectively measure training needs
<table>
<thead>
<tr>
<th>Question</th>
<th>Who is the person who should always remain away from Doppelganger effect.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Chief Executive</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Chief Executive</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is one of the major reasons for a perceived rise in number of moon-lights in the coming future?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Change in values &amp; expectations.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>A change in standard of living</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Why do most companies want HRD audit?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Change of Leadership , To make HR function business-driven , For growth &amp; diversification</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Change of Leadership , To make HR function business-driven , For growth &amp; diversification</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ are those who provide competitive advantage to corporations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>People</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Managers</td>
</tr>
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</table>

**Multiple Choice Multiple Answer**

<table>
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<th>Question</th>
<th>What are the factors that warrant the attention for successful implementation?</th>
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<tr>
<td>Correct Answer</td>
<td>Feedback management , Action planning , Reinforcement of new behaviour</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Feedback management , Action planning , Feedback analysis</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The functioning of federations and unions has its impact on human resources management of various industries &amp; organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The role of which manager must parallel the needs of his changing organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>HR</td>
</tr>
<tr>
<td>Your Answer</td>
<td>HR</td>
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</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is the long form of CII?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Confederation of Indian Industry</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Confederation of Indian Industry</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the components / elements of the flow of decisions in the Management quadrant :</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Sound Industrial relations</td>
</tr>
</tbody>
</table>
**True/False**

**Question**
It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.

**Correct Answer** False

**Your Answer** False

**Select The Blank**

**Question**
Most HRD audit are due to failures of ________.

**Correct Answer** Implementation

**Your Answer** Implementation

**Select The Blank**

**Question**
Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto ________.

**Correct Answer** Rs. 5 lakh

**Your Answer** Rs. 3 lakh

**Multiple Choice Single Answer**

**Question**
The liberalization swept through the nation bringing in a new era which compelled Indian business to value up from shumber & reassess its assumption. The characterstics were that of ________.

**Correct Answer** a complete or perish situation

**Your Answer** an open economy

**Multiple Choice Multiple Answer**

**Question**
Name the two facters which lead people to work:

**Correct Answer** Economic, Motivation

**Your Answer** Economic, Motivation

**Select The Blank**

**Question**
For closure, if there is no response (from government) within ________ permission is deemed to have been granted

**Correct Answer** 60

**Your Answer** 90

**Select The Blank**

**Question**
_______ system stresses on discipline and there is simplicity in the form.

**Correct Answer** Merit rating

**Your Answer** Rating scale

**True/False**

**Question**
The individual with a deep speed insight will not go quickly to the least of a problem.

**Correct Answer** False

**Your Answer** True
<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>An employee who is categorised as Dead wood is one who has absolutely no potential for growth &amp; should be included in a rationalization programme.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Some organisations have successfully experimented with foreign assignment in the career path model. What are the benefits of this form of assignment?</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country doesn’t come in the way of career progression</td>
<td>The individual is tested in an alien environment, He is trained to see the business in a global context, Lack of opportunity in our country doesn’t come in the way of career progression</td>
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<table>
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<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD ________ is in methodology of evaluating various elements of HRD.</td>
<td>Audit</td>
<td>Audit</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The first HRD department in the Indian corporate sector was started in which year?</td>
<td>1975</td>
<td>1975</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>what are the common objections against the treatment of people as assets in a HRM system</td>
<td>There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws</td>
<td>There is no assurance of future benefits, it does not recognise the human side human side to mgmt side to side to mgt of human resources, people are not owned by the organisation</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employer has to pay ________ of the basic wages to the employees during the lay off period</td>
<td>0.5</td>
<td>0.5</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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<table>
<thead>
<tr>
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<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Employees feel frustrated due to low specialisation in the work</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the pre-Interview preparation it is useful to note the key points</td>
<td>Paper</td>
<td>Paper</td>
</tr>
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</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The link between sense of reality and _________ is important for proper understanding of the definition of sense of reality</td>
<td>imagination</td>
<td>vision</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>Five main phases make up the process of the feedback exercise, name the PHASE 4-</td>
<td>Data feeding Reports &amp; Analysis</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the major advantages of a Generic Benchmarking Technique?</td>
<td>It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification</td>
<td>It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification</td>
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</tbody>
</table>

**Multiple Choice Single Answer**

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<tr>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is it that Union leader usually do to gain the confidence of its member?</td>
<td>Win something in grievance procedure</td>
<td>Challenge management</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge of the subject hand work &amp; a sincere approach</td>
<td>requisites for consumerism</td>
<td>one of the roles of the advisory committee</td>
</tr>
<tr>
<td>To divert manufacturing activities from urban to rural areas</td>
<td>one of the roles of the consumer council</td>
<td>a much neglected sphere of the market</td>
</tr>
<tr>
<td>The mechanism of price fixation</td>
<td>a much neglected sphere of the market</td>
<td>one of the roles of the consumer council</td>
</tr>
<tr>
<td>These are not the days of individualism &amp; unorganisation</td>
<td>unionsim</td>
<td>unionsim</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What were the unmet deliverables of the economic refructing or what were its put falls?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>unmet social objectives, status of small-scale industries, advantage MNC's had over their Indian competitors</td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>unmet social objectives, reliance on agriculture, status of small-scale industries</td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The process of 360 Degree appraisal is broken into two stages - planning, implementation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Organisations should pay for the value of the job but not for the value of the person.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Experience has shown HRD audit has tremendous impact on business in areas like:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>strategic Planning, role clarity, Streamlining practices</td>
</tr>
<tr>
<td>Your Answer</td>
<td>strategic Planning, role clarity, Streamlining practices</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>In order to attain the support of Line Managers many organisations have formulated Training Committees or Management Development Committee, membership consists of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Mostly of Line Managers, The Chief Executive or a very senior managers take up the role of Chairman, Training Managers is the member-Secretary in such committee.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Supervisory staff for their effective participation in management. Mostly of Line Managers, The Chief Executive or a very senior managers take up the role of Chairman</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Succession planning is done in three time frames, those are-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Immediate, Intermediate, Long range</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Immediate, Intermediate, Long range</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>What are the factors that warrant the attention for successful implementation?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Feedback management, Action planning, Reinforcement of new behaviour</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Feedback management, Action planning, Reinforcement of new behaviour</td>
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<tbody>
<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
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<tr>
<th>Multiple Choice Multiple Answer</th>
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<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td>Correct Answer</td>
</tr>
<tr>
<td>----------------</td>
</tr>
<tr>
<td>It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals. Proven systems can be implemented with minimal modification.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under HRD, name the factors that act as motivating forces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job enrichment, Informal organisation, Participative management</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job enrichment, Informal organisation, Participative management</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The final step in manpower planning is to ensure that the supply will match the demand in future.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Five main phases make up the process of the feedback exercise, name the PHASE 4-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under phase 5, what is it that is conducted for two days or more depending on the number of participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Workshop</td>
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<tr>
<td>Your Answer</td>
<td>Workshop</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Performance Appraisal directly affects the interpersonal relations which are really delicate and difficult to maintain, because of heterogeneity in the nature of human beings. It is necessary to follow certain principles like:</th>
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<tr>
<td>Correct Answer</td>
<td>Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information</td>
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<tr>
<td>Your Answer</td>
<td>Appraise on the basis of representative information, Appraise on the basis of sufficient information, Appraise on the basis of relevant information</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>______ is route to be followed in order to realise vision and overall purpose.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Strategy</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Strategy</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

| Question | In an employees organisation the flow of decisions from the Working Committee flows to - |

- 2 – hr assign 9
Select The Blank
Question: ________ is known not to hold overly one-sided views.
Correct Answer: Judgement
Your Answer: Judgement

Select The Blank
Question: In Indian since the liberalisation process in 19991, FDI flows have developed each year & exports are up by more than ________
Correct Answer: 0.5
Your Answer: 0.5

Multiple Choice Single Answer
Question: Whose study provides that one create appropriate HRD climate only through good practices.
Correct Answer: Abraham
Your Answer: Pareek

Multiple Choice Single Answer
Question: What can influence the organisation's business goals?
Correct Answer: HRD outcomes
Your Answer: HRD Strategy

Select The Blank
Question: Generally, training need identification forms a part of ________.
Correct Answer: Management Appraisal System
Your Answer: Management Appraisal System

Match The Following
Question: Need for HRD Audit
Correct Answer: It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs
Your Answer: It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs

Question: Limitation of HRD Audit
Correct Answer: It does not give evaluation of individuals but focuses on unit and systems.
Your Answer: It does not give evaluation of individuals but focuses on unit and systems.

Question: Definition of HRD Audit
Correct Answer: It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills
Your Answer: It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Role of HRD Audit in business improvement</td>
<td>It helps in changes in the styles of the top management</td>
<td>It helps in changes in the styles of the top management</td>
</tr>
<tr>
<td>True/False</td>
<td>An evaluation of where one stands on the basis of their job responsibilities, leadership, qualities etc will be a good starting point for marketing plans for success</td>
<td>True</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Performance counselling should not give a chance in discussion like -</td>
<td>Rewards, Increments, Salaries</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>What are the general characteristics of Freedom or Independence competence?</td>
<td>They will like to work at their own place, They will like to choose their working hours, Free-lance writer &amp; consultants come under this category</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>The factors coming under Discipline &amp; Attendance are Time keeping and _______.</td>
<td>Obedience</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.</td>
<td>Periodic appraisal</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Some problems are inherent in the performance Appraisal System, they are -</td>
<td>Discrimination, First impression, Central tendency</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>_______ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category</td>
<td>0.79</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Factor comparison method is regarded as _______ method</td>
<td>complex</td>
</tr>
<tr>
<td>Question</td>
<td>Essentials of effective QC's :-</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>----------------------------------</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Prompt approval, Regular communication, Unconditional support</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Prompt approval, Regular communication, Unconditional support</td>
<td></td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Question</th>
<th>Name the method where common factors to all the jobs are identified.</th>
</tr>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Point</td>
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<tr>
<td>Your Answer</td>
<td>Point</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees, Strategic partners, Change agents</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees, Strategic partners, Change agents</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Question</th>
<th>In an organisation initiating career planning what modality would essentially form the basis for placement, transfer and rotation?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Career path model</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Manpower planning model</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Business re-engineering often shift the power base, changing the 'command - and - control' approach to _______.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>'Mobilised -and - enable'</td>
</tr>
<tr>
<td>Your Answer</td>
<td>'Mobilised -and - enable'</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Deming, Shewhart, Juran</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Deming, Juran</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>When employees takes up other occupation &amp; spend more or less 70% of their time &amp; resources for their business or industrial unit. Second job activity to this extent may be called as :</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Three quarter Moon Lighting</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Three quarter Moon Lighting</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Federation &amp; unions at few levels are managed on the lines of management of a political body</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Question</td>
<td>The key to the whole SSL programme lies in the identification of -</td>
</tr>
<tr>
<td>-----------</td>
<td>------------------------------------------------------------------</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Supervisor’s weaknesses</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Supervisor’s leadership skills</td>
</tr>
</tbody>
</table>

Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the system which is simple, less expensive &amp; less time consuming.</th>
</tr>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Ranking</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Ranking</td>
</tr>
</tbody>
</table>

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>two</td>
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<tr>
<td>Your Answer</td>
<td>two</td>
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Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>List the measures to overcome the HRD problems in India</th>
</tr>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
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<tr>
<td>Your Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
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True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>The relationship between good HR practices and organisational effectiveness is very simple.</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
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<tr>
<td>Your Answer</td>
<td>True</td>
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</table>
HRM assgn:10: Amit

Select The Blank
Question ________ and retention of qualified employees is a common goal shared by many employers.
Correct Answer Recruitment

Multiple Choice Multiple Answer
Question Performance Appraisal directly affects the interpersonal relations which are really delicate and
difficult to maintain, because of heterogenity in the nature of human beings. It is necessary to follow
certain principles like:
Correct Answer Appraise on the basis of representative information , Appraise on the basis of sufficient
information , Appraise on the basis of relevant information

Select The Blank
Question ________ can have a lasting effect and provide sustenance to an organisation.
Correct Answer Culture

Select The Blank
Question The role of the organisation in career planning is to introduce & strengthen systems to ensure
________ of employees
Correct Answer Career Progression

Multiple Choice Multiple Answer
Question HRD process variable include -
Correct Answer Role clarity , Work planning , Better communication

Select The Blank
Question No worker employed in any industry who has been in continuous service for more than
________, can be retrenched until prior permission from the govt. to retrench in undertakings employing
more than 100 people
Correct Answer 1 year

True/False
Question In the Grid Seminars, stress is laid on teaching.
Correct Answer False

True/False
Question When individual job description and grade description do not match well, the evaluators
classify the job using their subjective judgement.
Correct Answer True

Multiple Choice Single Answer
Question Retrenchment procedures are governed what method of Accounting?
Correct Answer LIFO

Select The Blank
Question Where the firm puts the proposed changes into practice is called ________ stage.
Correct Answer Implementation

Multiple Choice Multiple Answer
Question List the measures to overcome the HRD problems in India
Correct Answer Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic
development , People to practice religious tolerance

Multiple Choice Single Answer
Question What is it that good HR practices can build?
Correct Answer Competencies
Select The Blank
Question _______ leads to conflict between various departments is a functional organisation
Correct Answer The lack of appreciation for the constraints of other department

Multiple Choice Multiple Answer
Question what are the common objections against the treatment of people as assets in a HRM system
Correct Answer There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

Multiple Choice Multiple Answer
Question Why would management participation in trade union be open to opposition by a few?
Correct Answer trade union leader may feel their influence decelerated among trade union members, member may view their movement weakened with the influence of management, due to misunderstandings cropping up among leader & members

Select The Blank
Question For closure, if there is no response (from government) within _______ permission is deemed to have been granted
Correct Answer 60

Select The Blank
Question Companies can offer the option only to employees who are above _______ years of age or have served with the company for 10 years.
Correct Answer 40

Multiple Choice Single Answer
Question The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:
Correct Answer Search for security

Multiple Choice Single Answer
Question The ‘Zero defects’ concept emphasizing adherence to quality requirements and employee motivation was prompted by:
Correct Answer Crosby

True/False
Question The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual’s ultimate potential.
Correct Answer True

Select The Blank
Question While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.
Correct Answer managerial

True/False
Question The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer True

Multiple Choice Single Answer
Question What is concerned with developing a pool of candidates in line with the human resources plan
Correct Answer Recruitment

Match The Following
Question Correct Answer Your Answer
1) Action Planning In this case, the interview should end with specific plans of action for the development of the employee. In this case, the interview should end with specific plans of action for the development of the employee.
2) Feedback It should be data-based and not impressionistic.
3) Rapport building: In this case, there is a climate of acceptance & warmth.
4) Exploration: In this case, the employee should appreciate his strengths & weakness.

**Multiple Choice Multiple Answer**
Question: Under HRD, name the factors that act as motivating forces.
Correct Answer: Job enrichment, Informal organisation, Participative management.

**True/False**
Question: HR stands for Human Resource Strategies.
Correct Answer: False.

**True/False**
Question: Employees at present need more freedom & autonomy in doing the work.
Correct Answer: True.

**Multiple Choice Multiple Answer**
Question: What are the major advantages of a Generic Benchmarking Technique?
Correct Answer: It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification.

**True/False**
Question: The HRD programmes fail due to poverty, social injustice.
Correct Answer: True.

**Multiple Choice Single Answer**
Question: Name the system where the required competencies are available through training, counselling etc.: 
Correct Answer: Development.

**Multiple Choice Single Answer**
Question: What is it that is treated as a soul of the HR functions?
Correct Answer: HRD.

**Multiple Choice Single Answer**
Question: Name the technique used by the point system and factor comparison system to list the job.
Correct Answer: Quantitative.

**Multiple Choice Single Answer**
Question: Which system emphasis a lot on the need to motivate people?
Correct Answer: Human Resource Development.

**Multiple Choice Single Answer**
Question: Who found that customer perceptions & attitudes were affected by what employees experienced?
Correct Answer: Schneider.

**True/False**
Question: HRD audit can also be used against the HRD department.
Correct Answer: True.
True/False
Question An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers & restructuring organisational relationships.
Correct Answer True

True/False
Question Successful HR departments will focus on motivational performance .
Correct Answer False

Multiple Choice Multiple Answer
Question Name the process of 360 degree appraisal which can be broken into three stages or levels -
Correct Answer Planning , Implementation , Result

Match The Following
Question Correct Answer Your Answer
1) Essentials of a good Appraisal Plan Relating scales should be constructed adequately and in accordance with the objectives. Relating scales should be constructed adequately and in accordance with the objectives.
2) Definition of Performance Appraisal It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation. It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.
3) Objectives of Performance Appraisal Provision of feedback to subordinates to know where they stand. Provision of feedback to subordinates to know where they stand.
4) Feature of Performance Appraisal It is totally different from job evaluation as well as merit rating. It is totally same as job evaluation as well as merit rating.

Multiple Choice Single Answer
Question The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer Religious

Multiple Choice Single Answer
Question The "Zero defects" concept defined TQM as -
Correct Answer The system to be used is prevention.

Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity

Select The Blank
Question On the basis of job elements and organisational demand an appropriate ________ of job evaluation should be selected.
Correct Answer method

Select The Blank
Question ________ are first established on the basis of job information derived from job analysis.
Correct Answer Grades

Multiple Choice Multiple Answer
Question Why was workers participation in manamement intiated?
Correct Answer to satisfy workers psychological needs , to develop a souce of belongingness , to establish industrial peace

Multiple Choice Multiple Answer
Question The traditional methods of performance appraisal lay emphasis on the ratings of individual’s personality traits such as -
Correct Answer Initiative , Drive , Creativity

Select The Blank
Question Factor comparison method is regarded as ________ method
Correct Answer complex

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HRM assgn:11: Amit

True/False
Question It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.
Correct Answer False

True/False
Question In the orientation phase, all participants are to submit a list of appraisers by whom they would like to be assessed.
Correct Answer True

Multiple Choice Multiple Answer
Question Experience has shown HRD audit has tremendous impact on business in areas like:
Correct Answer strategic Planning , role clarity, Streamlining practices

True/False
Question Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation
Correct Answer False

Multiple Choice Single Answer
Question What can influence the organisation's business goals?
Correct Answer HRD outcomes

Multiple Choice Multiple Answer
Question Leadership is difficult to define but easy to appreciate. Name some of the leadership qualities.
Correct Answer Personal Integrity , Technical ability , Motivator

Select The Blank
Question The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees
Correct Answer Career Progression

Multiple Choice Single Answer
Question What is it that is treated as a soul of the HR functions?
Correct Answer HRD

True/False
Question The HRD programmes fail due to poverty, social injustice.
Correct Answer True

Multiple Choice Single Answer
Question When was the first attempt made to move a change in policies regarding business, licenses & permits operating in India
Correct Answer Mid 80's

Multiple Choice Single Answer
Question Name one of the components / elements of the flow of decisions in the employees organisation as a bid to increase union member loyalty :
Correct Answer Providing wrong information about management

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Secretary & Craft / Unit level Union flow to -
Correct Answer General body of Members of employees organisations

True/False
Question Increased acceptance of feedback appraisal system is that as large no. of managers work with
wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.

Correct Answer True

Select The Blank
Question A major reason for resistance to re-engineering is a challenge to the existing ________.
Correct Answer hierarchy

Multiple Choice Single Answer
Question The concept of quality control as a distinct discipline emerged in the United States in the early
Correct Answer 1920's

Match The Following
Question Correct Answer Your Answer
1) Intermediate 1 year to 5 years 1 year to 5 years
2) Long range Beyond 5 years Beyond 8 years
3) Business plans Data from within the organization Beyond 5 years
4) Immediate Within 1 year Within 1 year

True/False
Question Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning
Correct Answer False

Multiple Choice Multiple Answer
Question What are the elements of a quality control system?
Correct Answer A means of measurement of accomplishment, A means of standard, A comparison of actual results with the standard.

True/False
Question Career planning is essentially the process of aligning the career needs of the employee with the organizational career opportunities
Correct Answer True

Match The Following
Question Correct Answer Your Answer
Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated technical and professional competence.
Ability to consider the extent and depth of demonstrated technical and professional competence.
Decision - making defined in the appraisal form Ability to analyse relevant facts, evaluate various alternatives. Ability to analyse relevant facts, evaluate various alternatives.
Communicating defined in the appraisal form Ability to consider clarity and precision of verbal and written expression of ideas and feelings. Ability to marshal and analyse relevant data anticipate eventualities.

Multiple Choice Multiple Answer
Question What is the need for HRA?
Correct Answer No information about organization human resource is available to manager in conventional accounting, the measure of the income which are provided in conventional statements do not accurately reflect the level of business performance, if the value of human resources is not duly reported in the P&L A/c & balance sheet impact of mgt decision of human asset can not be gauged

Select The Blank
Question Expenses incurred by a firm on recruitment, training & development of employees are treated as ________

- 2 - hrm assgn 11
Correct Answer  

**Multiple Choice Multiple Answer**
- **Question** Some problems are inherent in the performance Appraisal System, they are -
  - Correct Answer  Discrimination, First impression, Central tendency

**Multiple Choice Multiple Answer**
- **Question** The scheme of participation of consumer representative is impracticable, difficult & not feasible in the present circumstances owing to
  - Correct Answer  Illiteracy levels, possible opposition from employees & then unions, Negligence on part of the consumer

**Multiple Choice Multiple Answer**
- **Question** What are the factors that warrant the attention for successful implementation?
  - Correct Answer  Feedback management, Action planning, Reinforcement of new behaviour

**Multiple Choice Single Answer**
- **Question** Name the first three phases that make up the process of the feedback exercise -
  - Correct Answer  Participants orientation, Questionnaire distribution, Monitoring & follow up

**Multiple Choice Single Answer**
- **Question** The ability of an organisation to step back & rethink the way it does business, Focus on all form business components: strategy, business process, people and technology. Encouraging entrepreneurial adaptation on capabilities with stress on innovative skills & collaborative decision-making

**True/False**
- **Question** Some employees may not like flexibility in horizontal movement from one job to another
  - Correct Answer  True

**Select The Blank**
- **Question** The link between sense of reality and ________ is important for proper understanding of the definition of sense of reality
  - Correct Answer  imagination

**Multiple Choice Single Answer**
- **Question** When do managers lose faith in the fairness of the top management.
  - Correct Answer  Promoting from outside

**Multiple Choice Single Answer**
- **Question** What is one of the major reasons for a perceived rise in number of moon-lights in the coming future?
  - Correct Answer  Change in values & expectations.

**Multiple Choice Single Answer**
- **Question** Under the pre-Interview preparation it is useful to note the key points
  - Correct Answer  Paper

**Select The Blank**
- **Question** No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people
  - Correct Answer  1 year

**Select The Blank**
- **Question** One of the feature HRD goals are, ________ is a perishable commodity
  - Correct Answer  Labour
Multiple Choice Single Answer
Question: The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:
Correct Answer: Managerial competence

Select The Blank
Question: For closure, if there is no response (from government) within ________ permission is deemed to have been granted.
Correct Answer: 60

Multiple Choice Multiple Answer
Question: What are the objectives of inspection?
Correct Answer: Removing defects, Consumer satisfaction, Quality product

Multiple Choice Single Answer
Question: In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?
Correct Answer: As strategic business partner

True/False
Question: The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer: True

Select The Blank
Question: Where the firm puts the proposed changes into practice is called ________ stage.
Correct Answer: Implementation

Multiple Choice Multiple Answer
Question: Motorola developed an index, Individual Dignity Entitlement based on following questions:
Correct Answer: Do you have a substantive job that contributes to the success of Motorola?, Do you have a career plan and is it exciting, achievable and being acted on?, Do you have on-the-job behaviours and the knowledge base to be successful?

Select The Blank
Question: ________ are the visible amounts given for fertilizers export promotion, etc.
Correct Answer: Explicit subsidies

Multiple Choice Single Answer
Question: What form of resource allocation unit was originally created to impart training retain workers through skill upgradation & prevention of redundancy due to the technology gap?
Correct Answer: National Renewal Fund

Select The Blank
Question: The________ can be made using a checklist of questions
Correct Answer: Observation

Select The Blank
Question: For closure government permission is required at least ________ days before the intended closure.
Correct Answer: 90

Multiple Choice Multiple Answer
Question: What are the uses of the 'Balanced Score Card' as a strategic management system?
Correct Answer: It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.
True/False  
The functioning of federations and unions has its impact on human resources management of various industries & organisation  
Correct Answer True

Multiple Choice Multiple Answer  
Question Name the three important components in aligning business strategy with HR practice:  

Multiple Choice Single Answer  
Question The 'Zero defects' concept emphasizing adherence to quality requirements and employee motivation was prompted by -  
Correct Answer Crosby

Multiple Choice Single Answer  
Question TISCO is one Indian Organisation which, historically, has taken the lead in following a proactive approach to progressive personnel policies. In which year did TISCO induce an eight hour workday?  
Correct Answer 1912

Select The Blank  
Question The process of analysing jobs from which job descriptions are developed are called ________.  
Correct Answer Job Analysis

True/False  
Question The dimensions of the Human Resources portfolio matrix do not have the same form as for product & market portfolio.  
Correct Answer False

Select The Blank  
Question Under ________ method jobs are arranged from highest to lowest, in order of their value to the organisation.  
Correct Answer ranking

True/False  
Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty  
Correct Answer False

True/False  
Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).  
Correct Answer True

Multiple Choice Multiple Answer  
Question What are the main issues stressed out throughout the workshop?  
Correct Answer Openness to feedback, Developmental attitude

Match The Following  
Question Correct Answer Your Answer

1) Job knowledge defined in Appraisal form Ability to consider the extent and depth of demonstrated technical and professional competence. Ability to consider the extent and depth of demonstrated technical and professional competence.
2) Decision - making defined in the appraisal form Ability to analyse relevant facts, evaluate various alternatives. Ability to analyse relevant facts, evaluate various alternatives.
3) Communicating defined in the appraisal form Ability to consider clarity and precision of verbal and written expression of ideas and feelings. Ability to analyse completion of the factual data.

**True/False**
- Question: HRD audit can also be used against the HRD department
  - Correct Answer: True

**Multiple Choice Multiple Answer**
- Question: If employee federations & unions are mismanaged they-
  - Correct Answer: Disturb the smooth functioning & growth of organisations, affect industrial peace, affect effective management of personnel

**Select The Blank**
- Question: For closure, every worker is to be compensated with ________ average pay for every year of service completed
  - Correct Answer: 15 days

**True/False**
- Question: Employees at present need more freedom & autonomy in doing the work
  - Correct Answer: True

**Select The Blank**
- Question: The major issue to be resolved while framing ________ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.
  - Correct Answer: Recruitment

**True/False**
- Question: A major beneficiary of liberalization and consequently competition not been the consumer ..... But the industry
  - Correct Answer: False

**Select The Blank**
- Question: Union leaders at different levels & at federatoins are elected on ________
  - Correct Answer: democratic principle

**Multiple Choice Multiple Answer**
- Question: Name the steps that develop strategic framework for HRD
  - Correct Answer: Realistic employee development, Measurable employee development, Well costed employee development

**Multiple Choice Single Answer**
- Question: What is concerned with developing a pool of candidates in line with the human resources plan
  - Correct Answer: Recruitment

**Multiple Choice Single Answer**
- Question: HR managers to guarantee their viability need to think themselves as -
  - Correct Answer: Strategic partners

**Multiple Choice Multiple Answer**
- Question: List the measures to overcome the HRD problems in India
  - Correct Answer: Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

**Multiple Choice Single Answer**
- Question: While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?
  - Correct Answer:
Correct Answer: It's own approach to problem solving technique

**True/False**
Question: Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment.
Correct Answer: True

**True/False**
Question: The HRD programmes fail due to poverty, social injustice.
Correct Answer: True

**Select The Blank**
Question: Generally, training need identification forms a part of ________.
Correct Answer: Management Appraisal System

**Multiple Choice Single Answer**
Question: What was the expenditure of the States on human resource development in 1992-93?
Correct Answer: Rs 1,29,020 million

**Select The Blank**
Question: In one organization the joke making rounds was that managers came in vertically and went out ________.
Correct Answer: Horizontally

**Multiple Choice Single Answer**
Question: In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.
Correct Answer: Employee leasing

**Multiple Choice Single Answer**
Question: In an employees organisation the flow of decisions from the President / Working President flows to -
Correct Answer: General Secretary

**Multiple Choice Single Answer**
Question: One of the importance of HRD is
Correct Answer: Role clarity

**Multiple Choice Single Answer**
Question: Name the person who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer: Leader

**Multiple Choice Multiple Answer**
Question: Experience has shown HRD audit has tremendous impact on business in areas like:
Correct Answer: strategic Planning, role clarity, Streamlining practices

**Multiple Choice Multiple Answer**
Question: Under the 'Point rating system' name the important steps mentioned:
Correct Answer: Construction of the yardsticks, Wage survey, Designing wage structure.

**Select The Blank**
Question: Some organizations use ________ & committee management as techniques of training & development for flextime systems.
Correct Answer: Job rotation

**Multiple Choice Multiple Answer**
Question: What are the key characteristics / features of a Human Resource Audit.

- 3 - hrm assgn 12
Correct Answer Employee competency check list, Evaluation by HR department in conjunction with internal customers. To find the competency gap

Select The Blank

Question Employer has to pay _______ of the basic wages to the employees during the lay off period

Correct Answer 0.5

Multiple Choice Single Answer

Question What is it that good HR practices can build?

Correct Answer Competencies

Match The Following

Question Correct Answer Your Answer

1) Indian subsidies P. Chidambaram P. Chidambaram
2) India's backwardness in human development Primary reasons why economic growth has no impact on the level of the ordinary people Primary reasons why economic growth has no impact on the level of the ordinary people
3) Child labour poor quality of primary & secondary education poor quality of primary & secondary education
4) Reforms to be an integrated process peacemeal measures do not achieve deliveries in terms of poverty Narasimha Rao

Multiple Choice Multiple Answer

Question The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?

Correct Answer Deming, Shewhart, Juran

Multiple Choice Single Answer

Question Why is it found that federations & Unions constitute an important & crucial wing of an organisation?

Correct Answer If mismanaged they affect industrial peace

Multiple Choice Single Answer

Question The differences in which kind of faiths among the people is hurdle in the HRD

Correct Answer Religious

True/False

Question A strong framework of HRM policy and systems is essential for the development and implementation of HRD strategy.

Correct Answer True

Multiple Choice Single Answer

Question When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :

Correct Answer Half Moon lighting

Multiple Choice Single Answer

Question Which system emphasis a lot on the need to motivate people

Correct Answer Human Resource Development

Select The Blank

Question ________ is a difficult exercise, therefore it should be done with care.

Correct Answer Potential appraisal
**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenses incurred by a firm on recruitment, training &amp; development of employees are treated as ________</td>
<td>Current costs</td>
<td>Over head costs</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The HRD outcomes can influence the organisation's business goals which may be in terms of -</td>
<td>Higher productivity, Satisfied customers, Satisfied stockholders</td>
<td>Satisfied customers, Satisfied stockholders, Higher productivity</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Most HRD audit are due to failures of ________</td>
<td>Implementation</td>
<td>Implementation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>According to Ulrich (1994), today’s human resource professionals need to move towards effectively fulfilling the multiple roles of -</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees, Strategic partners, Change agents</td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees, Strategic partners, Change agents</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For each participant, a schedule is kept regarding the feedback he has been getting, for every questionnair that is received, what is it that is included -</td>
<td>The name of the participant to whom it is addressed, The working relationship of the rater is recorded throughout the exercise.</td>
<td>The name of the participant to whom it is addressed, The working relationship of the rater is recorded throughout the exercise.</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.</td>
<td>manegerial</td>
<td>workers</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Successful HR departments will focus on motivational performance.</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>At a US based industrial design firm there is no position as a head or chief, instead, importance is given to hiring the right people for the rights. This policy emulates which concept?</td>
<td>Self actualization at the work place.</td>
<td>Self actualization at the work place.</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various HRD values like:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Openness, Trust, Autonomy</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Openness, Trust, Autonomy</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The scheme of participation of consumer representative is impracticable, difficult &amp; not feasible in the present circumstances owing to</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Illiteracy levels, possible opposition from employees &amp; then unions, Negligence on part of the consumer</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Illiteracy levels, possible opposition from employees &amp; then unions</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is concerned with developing a pool of candidates in line with the human resources plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Training</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The ________ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>National Renewal Grant Fund</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employment - Retirement Fund</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>T. Thomas said, &quot;I became chairman of this company in 1973 at the age of 45&quot;. Name the company.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Hindustan Level</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Hindustan Level</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Ulrich (1994) says: The idea of utilising human resource as a strategic business partner is still at a level of ________ rather than reality.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rhetoric</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Infancy</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>As per the Human Developent balance sheet, 1997, 45 million children were out of primary school in 1995</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the processes of job evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Select the method</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Ranking system</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual's ultimate potential.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How would human resource management be used as a business development tool?</td>
<td>Infusing professionalism &amp; dynamism</td>
<td>False</td>
</tr>
<tr>
<td>On what grounds are training sessions normally criticised?</td>
<td>Trainers conduct the programme on the basis of what they know rather than what the trainees need</td>
<td>Infusing professionalism &amp; dynamism</td>
</tr>
<tr>
<td>Federation &amp; unions at few levels are managed on the lines of management of a political body</td>
<td>False</td>
<td>True</td>
</tr>
<tr>
<td>It is very easy to write grade description, as the number of jobs increases.</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
<td>Role clarity</td>
</tr>
<tr>
<td>________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.</td>
<td>Rapport building</td>
<td>Rapport building</td>
</tr>
<tr>
<td>Besides raising prices, consumers are also victimized by the producers &amp; trades by way of</td>
<td>Adulteration, poisoning, under weightage</td>
<td>Adulteration, under weightage</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Why is it that trade union leaders, particularly those connected with</td>
<td>Their influence is decelerated among the members.</td>
<td></td>
</tr>
<tr>
<td>political parties may strongly oppose management participation in Trade</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Union? Because they are of the views that -</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>What is step1 / phase1 of a 360 degree Feedback approach?</td>
<td>Orientation</td>
<td>Orientation</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name the three aspects of manpower planning:</td>
<td>Who should plan? , Planning for whom , Timing for plam</td>
<td>Who should plan? , Planning for whom , Timing for plam</td>
</tr>
<tr>
<td>Match The Following</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The monitoring stage</td>
<td>The firm checks the new system against strategy.</td>
<td>The firm checks the new system against strategy.</td>
</tr>
<tr>
<td>The clarification stage</td>
<td>The firm identifies and confirms the overall business direction.</td>
<td>The firm identifies and confirms the overall business direction.</td>
</tr>
<tr>
<td>The assessment stage</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
<td>The firm calculates the cost of investment on the human capital and the value placed by employees on this investment.</td>
</tr>
<tr>
<td>The design stage</td>
<td>The firm plans the proposed changes into practice.</td>
<td>The firm plans the proposed changes into practice.</td>
</tr>
<tr>
<td>Match The Following</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Effective leadership</td>
<td>Excellent relationship skills.</td>
<td>Excellent relationship skills.</td>
</tr>
<tr>
<td>Analytical power</td>
<td>The ability to reformulate an apparently complicated problem into workable units.</td>
<td>The ability to reformulate an apparently complicated problem into workable units.</td>
</tr>
<tr>
<td>Creative Imagination</td>
<td>This requires vision to provide alternatives on which future can be based.</td>
<td>This requires vision to provide alternatives on which future can be based.</td>
</tr>
<tr>
<td>Sense of reality</td>
<td>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</td>
<td>The person will be able to maintain objective approach to situation in which own personal involvement is considerable.</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Retrenchment procedures are governed what method of Accounting?</td>
<td>LIFO</td>
<td>LIFO</td>
</tr>
</tbody>
</table>

- 4 –hrm assgn 13
### Multiple Choice Multiple Answer

**Question**
The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?

**Correct Answer**
Deming, Shewhart, Juran

**Your Answer**
Deming, Juran

### Multiple Choice Multiple Answer

**Question**
On recruitment, clarification are sought on which kind of issues?

**Correct Answer**
Strategies of finding new talent., Opening expected in the next five years., Current system of recruitment.

**Your Answer**
Strategies of finding new talent., Current system of recruitment.

### Select The Blank

**Question**
________ is route to be followed in order to realise vision and overall purpose.

**Correct Answer**
Strategy

**Your Answer**
Strategy

### Multiple Choice Single Answer

**Question**
What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?

**Correct Answer**
Moon-lighting

**Your Answer**
Moon-lighting

### Multiple Choice Single Answer

**Question**
Conventionally Personnel Managers & Manpower Development Managers took what form of approach for the development of human resource?

**Correct Answer**
Manufacturing approach

**Your Answer**
"Walk about approach"

### True/False

**Question**
Monitoring and Follow-up follows the distribution of questionnaires to all assessors.

**Correct Answer**
True

**Your Answer**
True

### Multiple Choice Multiple Answer

**Question**
Western and Third World Studies of organisational excellence indicate major keys to organisational excellence, those are -

**Correct Answer**
Mission, Goals, Policies

**Your Answer**
Mission, Policies, Rewards

### True/False

**Question**
The benefit of job evaluation is that it lays down the foundation for a rational wage structure.

**Correct Answer**
True

**Your Answer**
True

### True/False

**Question**
Some employees may not like flexibility in horizontal movement from one job to another.
**Multiple Choice Multiple Answer**

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<td>Disturb the smooth functioning &amp; growth of organisations, affect industrial peace, affect effective management of personnel</td>
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<table>
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<tr>
<td>The________ can be made using a checklist of questions</td>
<td>Observation</td>
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**True/False**

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<tbody>
<tr>
<td>Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.</td>
<td>True</td>
</tr>
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</table>

**Select The Blank**

<table>
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<td>For closure, if there is no response ( from government ) within ________ permission is deemed to have been granted</td>
<td>60</td>
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**Select The Blank**

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company</td>
<td>Secondary</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
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</tr>
</thead>
<tbody>
<tr>
<td>An employee sponsor, the HR manager plays an integral role in organisational success.</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
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<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How does the people in the organisation take feedback seriously and try to benefit from the same?</td>
<td>The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others.</td>
<td>The candidate is desirous to be better, The candidate has an attitude for healthy competition, The candidate is desirous of knowing himself through the eyes of others.</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>---------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Name the Questions which enable the superior to verify that he has correctly heard.</td>
<td>Paraphrasing</td>
<td>Paraphrasing</td>
</tr>
<tr>
<td>Factor comparison method is regarded as ________ method</td>
<td>complex</td>
<td>complex</td>
</tr>
<tr>
<td>Which system emphasis a lot on the need to motivate people</td>
<td>Human Resource Development</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>What are the areas where the auditors should physically visit the workplace?</td>
<td>Canteens , Living colony , Training rooms</td>
<td>Canteens , Training rooms</td>
</tr>
<tr>
<td>In indian since the liberalisation process in 19991, FDI flows have developed each year &amp; exports are up by more than ________</td>
<td>0.5</td>
<td>0.5</td>
</tr>
<tr>
<td>Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:</td>
<td>Skill , Efforts , Accountability</td>
<td>Skill , Efforts , Accountability</td>
</tr>
<tr>
<td>A strong ________ can have a lasting effect and provide sustenance to an organisation.</td>
<td>Culture</td>
<td>Culture</td>
</tr>
<tr>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td>Recruitment</td>
<td>Recruitment</td>
</tr>
<tr>
<td>For closure government permission is required at least ________ days before the intended closure</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### True/False
**Question:** Objective of performance appraisal system is to identify the developmental needs of each employee.

**Correct Answer:** True

**Your Answer:** True

### Multiple Choice Multiple Answer
**Question:** What are the common objections against the treatment of people as assets in a HRM system?

**Correct Answer:** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

**Your Answer:** There is no assurance of future benefits, people are not owned by the organisation, it may not be recognised by tax laws

### Multiple Choice Single Answer
**Question:** What is it that Union leader usually do to gain the confidence of its member?

**Correct Answer:** Win something in grievance procedure

**Your Answer:** Participate in Board Meeting

### Select The Blank
**Question:** A ______ having openness, trust, authenticity as its bed rock is highly suitable for 360-degree appraisal.

**Correct Answer:** Culture

**Your Answer:** Culture

### Multiple Choice Single Answer
**Question:** How can management representatives essentially help employees' organisations?

**Correct Answer:** Formulation of plans & providing information

**Your Answer:** Formulation of plans & providing information

### Match The Following
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are placed under such category.</td>
<td>Simple ranking and grading are placed under such category.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Point system and factor comparison methods are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

### Select The Blank
**Question:** ______ manpower plan need the involvement of top management as well as HR exports.

**Correct Answer:** Strategic
### Multiple Choice Single Answer
**Question:** Which kind of appraisal done separately will provide feedback on the potential of these managers.
**Correct Answer:** Potential appraisal
**Your Answer:** Potential appraisal

### Multiple Choice Single Answer
**Question:** What are to be processed at a central place of the administrator
**Correct Answer:** Questionnaires
**Your Answer:** Questionnaires

### Multiple Choice Multiple Answer
**Question:** Job performance refers to:
**Correct Answer:** The actual achievements compared with the objectives of the job.
**Your Answer:** The actual achievements compared with the objectives of the job.

### Select The Blank
**Question:** Where the firm puts the proposed changes into practice is called ________ stage.
**Correct Answer:** Implementation
**Your Answer:** Implementation

### True/False
**Question:** Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation
**Correct Answer:** False
**Your Answer:** False

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Concept suggested by Elliot Jacques.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
</tr>
<tr>
<td>Job Factors enumerated as:</td>
<td>Effort, responsibility, skill, working conditions</td>
<td>Effort, responsibility, skill, working conditions</td>
</tr>
<tr>
<td>Wage survey:</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
</tr>
<tr>
<td>Designing wage structure:</td>
<td>Similar jobs are grouped and treated as a job class.</td>
<td>Similar jobs are grouped and treated as a job class.</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer
**Question:** Name the steps that develop strategic framework for HRD
**Correct Answer:** Realistic employee development, Measurable employee development, Well costed employee development
**Your Answer:** Realistic employee development, Measurable employee development, Well costed employee development

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>True/False</th>
<th>HR stands for Human Resource Strategies</th>
<th>False</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
<td></td>
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<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
<td></td>
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<tr>
<td>Select The Blank</td>
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<td></td>
</tr>
<tr>
<td>Question</td>
<td>Explicit subsidies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Explicit subsidies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Explicit subsidies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
<td></td>
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<tr>
<td>Multiple Choice Multiple Answer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Why do employees adopt proxy system? In order to improve</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>their social status, their economic status, their psychological status</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>their economic status, their psychological status, their psychological well being</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Which kind of literature identifies a number of systems &amp; subsystems?</td>
<td>HRD</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>HRD</td>
<td></td>
<td></td>
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<tr>
<td>Your Answer</td>
<td>HRD</td>
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<tr>
<td>Multiple Choice Single Answer</td>
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<tr>
<td>Question</td>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Role clarity</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Role clarity</td>
<td></td>
<td></td>
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<tr>
<td>Multiple Choice Multiple Answer</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Question</td>
<td>In an interview Method of Training Need identification, what do the Questions asked need to outline?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inputs expected from the Training Department, To prove weakness &amp; strengths of individuals, Opportunities available to overcome such weaknesses.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
<td></td>
<td></td>
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<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
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<tr>
<td>Question</td>
<td>Name the technique used by the point system and factor comparison system to list the job.</td>
<td></td>
<td></td>
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<tr>
<td>Correct Answer</td>
<td>Quantitative</td>
<td></td>
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<tr>
<td>Your Answer</td>
<td>Quantitative</td>
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<tr>
<td>Question</td>
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- 5 – hrm assgn Petrina
<table>
<thead>
<tr>
<th>Question Type</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>True/False</td>
<td>Organizations gear most of their management succession activities to the immediate past.</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>A major reason for resistance to re-engineering is a challenge to the existing ________.</td>
<td>hierarchy</td>
<td>hierarchy</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?</td>
<td>Disharmony in individual &amp; organisational goal balance.</td>
<td>Disharmony in individual &amp; organisational goal balance.</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>The differences in which kind of faiths among the people is hurdle in the HRD</td>
<td>Religious</td>
<td>Religious</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Name the two facters which lead people to work:</td>
<td>Economic, Motivation</td>
<td>Economic, Motivation</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>are first established on the basis of job information derived from job ananysis.</td>
<td>Grades</td>
<td>Grades</td>
</tr>
</tbody>
</table>
Select The Blank
Question
________ should reinforce positive behaviour.
Correct Answer
Feedback
Your Answer
Feedback

Multiple Choice Single Answer
Question
The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer
Religious
Your Answer
Religious

True/False
Question
The process of 360 Degree appraisal is broken into two stages - planning, implementation.
Correct Answer
False
Your Answer
False

True/False
Question
It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.
Correct Answer
False
Your Answer
False

Multiple Choice Multiple Answer
Question
What are the preparations to be done during pre-interview session by the employer about the employee.
Correct Answer
Background , Training , Experience
Your Answer
Background , Training , Experience

Multiple Choice Single Answer
Question
Which of the following statements defines Dr. Joseph Juran's philosophy on TQM -
Correct Answer
80% of all quality problems originate from poor management.
Your Answer
80% of all quality problems originate from poor management.

Match The Following
Question
Correct Answer
Business re-engineering often shift the power base, changing the 'command - and - control' approach to __________. 

Correct Answer
'Mobilised -and - enable'
Your Answer
'Mobilised -and - enable'

What were the unmet deliverables of the economic refructing or what were its put falls?

Correct Answer
unmet social objectives , status of small-scale industries , advantage MNC’s had over their Indian competitions
Your Answer
reliance on agriculture , status of small-scale industries , advantage MNC’s had over their Indian competitions

Select The Blank
Question

Select The Blank
Question
A fee market economy demands a transparent set of laws and ________something that the archaic Indian judicial system is ill-equipped to cope with

Correct Answer
quick disposal of litigation

Your Answer
quick disposal of litigation

**Multiple Choice Single Answer**
**Question**
What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.

Correct Answer
Job analysis

Your Answer
Job analysis

**Select The Blank**
**Question**
_______ are first established on the basis of job information derived from job analysis.

Correct Answer
Grades

Your Answer
Grades

**Multiple Choice Multiple Answer**
**Question**
What are the uses of the 'Balanced Score Card' as a strategic management system?

Correct Answer
It is used to clarify & translate vision & strategy, It is used as a management tool. , It is used to enhance strategic feedback and learning curves.

Your Answer
It is used to clarify & translate vision & strategy, It is used as a management tool. , It is used to enhance strategic feedback and learning curves.

**True/False**
**Question**
It can be enagued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group

Correct Answer
True

Your Answer
True

**Select The Blank**
**Question**
_______ leads to conflict between various departments is a functional organisation

Correct Answer
The lack of appreciation for the constraints of other department

Your Answer
The lack of appreciation for the constraints of other department
**Multiple Choice Multiple Answer**

Question
Name the steps that develop strategic framework for HRD
Correct Answer
Realistic employee development , Measurable employee development , Well costed employee development
Your Answer
Well costed employee development , Realistic employee development , Measurable employee development

**Multiple Choice Multiple Answer**

Question
What are the main issues stressed out throughout the workshop?
Correct Answer
Openness to feedback , Developmental attitude
Your Answer
Openness to feedback , Developmental attitude , Organisational attitude

**Multiple Choice Single Answer**

Question
Under the pre-Interview preparation it is useful to note the key points
Correct Answer
Paper
Your Answer
Paper

**Select The Blank**

Question
_____ of managers assessed in the same study were positioned in the "Stars" category.
Correct Answer
0.15
Your Answer
0.15

**Multiple Choice Multiple Answer**

Question
Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:
Correct Answer
Creative imagination , Sense of reality , Effective leadership
Your Answer
Creative imagination , Sense of reality , Effective leadership

**Multiple Choice Single Answer**

Question
When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as :
Correct Answer
Half Moon lighting
Your Answer
Half Moon lighting

**Select The Blank**
Question
The factors coming under Discipline & Attendance are Time keeping and ________.
  Correct Answer
  Obedience
  Your Answer
  Obedience

Select The Blank
Question
Good relationships ideally does not mean a "goodie goodie" relationship, it should be based on mutual respect & should be ________
  Correct Answer
  Functional & objective
  Your Answer
  Functional & objective

Multiple Choice Single Answer
Question
Which system emphasis a lot on the need to motivate people
  Correct Answer
  Human Resource Development
  Your Answer
  Human Resource Development

True/False
Question
Depending on the career path model of managers, some specialised training inputs are given at predetermined times to make him more handling the new higher assignment
  Correct Answer
  True
  Your Answer
  True

Multiple Choice Single Answer
Question
Every employee also has a succession plan to him, which is also known as -
  Correct Answer
  Shadow planning
  Your Answer
  Career planning

Select The Blank
Question
Some organisations use ________ & committee management as techniques of training & development for flexitime systems
  Correct Answer
  Job rotation
  Your Answer
  Job rotation

True/False
**Question**
The reviewer has the prime role of recording major appraisal details.

**Correct Answer**
False

**Your Answer**
False

**MultipleChoiceSingleAnswer**

**Question**
Name the type of questions hindering communication

**Correct Answer**
Testing

**Your Answer**
Testing

**TrueFalse**

**Question**
HRD should be series of adhoc decisions and practices.

**Correct Answer**
False

**Your Answer**
False

**MatchTheFollowing**

**Question**

**Correct Answer**

**Your Answer**

---

**Essentials of a good Appraisal Plan**
Relating scales should be constructed adequately and in accordance with the objectives.
Provision of feedback to subordinates to know where they stand.

**Definition of Performance Appraisal**
It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.
It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.

**Objectives of Performance Appraisal**
Provision of feedback to subordinates to know where they stand.
Relating scales should be constructed adequately and in accordance with the objectives.

**Feature of Performance Appraisal**
It is totally different from job evaluation as well as merit rating. It is totally different from job evaluation as well as merit rating.

**Multiple Choice Single Answer**

**Question**

After which stage many good organisation in India have entered a competitive phase?

- Correct Answer
- Liberalisation
- Your Answer
- Liberalisation

**Multiple Choice Single Answer**

**Question**

Name the program which makes supervisor more alert, as it is his responsibility to rate his subordinates.

- Correct Answer
- Periodic appraisal
- Your Answer
- Periodic appraisal

**Multiple Choice Multiple Answer**

**Question**

HRD process variable include -

- Correct Answer
- Role clarity , Work planning , Better communication
- Your Answer
- Role clarity , Work planning , Better communication

**Multiple Choice Single Answer**

**Question**

What is the primary objective behind SSL?

- Correct Answer
- To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.
- Your Answer
- To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.

**Select The Blank**

**Question**

The whole process of conducting a 360 - Degree Feedback process in any Organisation could last about "

- Correct Answer
- One & half to about 3 months
- Your Answer
- One & half to about 3 months

**Multiple Choice Multiple Answer**
Question
Despite what problems faced, India managed to implement economic restructuring?
Correct Answer
inbalanced wealth distribution, inefficient services, clootic political scenario
Your Answer
inbalanced wealth distribution, redundant bureaucracy, clootic political scenario

Multiple Choice Multiple Answer
Question
According to shroff (1995) the government needs to focus on three areas which are likely to input the effective implementation of the economic policy, they are
Correct Answer
Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication & political management of these measures
Your Answer
the speed and sequence of reform measures, lack of directional support, Inadequacies in the communication & political management of these measures

True/False
Question
The modern HR function has HRD at its core.
Correct Answer
True
Your Answer
True

True/False
Question
When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.
Correct Answer
True
Your Answer
False

True/False
Question
HR stands for Human Resource Strategies
Correct Answer
False
Your Answer
False

Multiple Choice Single Answer
Question
Name one of the steps to design a performance appraisal plan.
Correct Answer
Establish performance standards
Your Answer
Establish performance standards
Multiple Choice Multiple Answer
Question
Name the process in the development of managerial personnel.
Correct Answer
Performance planning, Performance appraisal, Coaching
Your Answer
Performance planning, Performance appraisal, Coaching

Multiple Choice Multiple Answer
Question
What are aims & objectives of HRA?
Correct Answer
Increase managerial awareness of human resources, Developing new measure of effective manpower utilization, Enabling a longer time horizon for planning & budgeting.
Your Answer
Increase managerial awareness of human resources, Developing new measure of effective manpower utilization, Enabling a longer time horizon for planning & budgeting.

Multiple Choice Multiple Answer
Question
What are the major advantages of a Generic Benchmarking Technique?
Correct Answer
It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification
Your Answer
It is readily transferable, New practices, earlier implemented in an entire industry can be brought in, giving an organisation an edge over its rivals, Proven systems can be implemented with minimal modification

Multiple Choice Multiple Answer
Question
Participation of Mgmt in federations & unions at all levels helps to -
Correct Answer
Strength the trade union movement, maintain Industrial harmony, Develop sound human relations
Your Answer
maintain Industrial harmony, Develop sound human relations

Multiple Choice Single Answer
Question
What was the key essential objective of the changed economic policy at the global level
Correct Answer
to integrate the Indian economy with the world economy,
Your Answer
to integrate the Indian economy with the world economy,
### Multiple Choice Single Response

**Question ID 1**

**Question**
Name the technique which determines the relevant worth of a job with respect to other jobs.

**Options**
- Job Analysis
- Job Description
- Job Evaluation
- Job

**Is Correct** Yes

**Question ID 2**

**Question**
Name the system which is simple, less expensive & less time consuming.

**Options**
- Factor comparison
- Grading
- Point Ranking
- Yes

**Question ID 3**

**Question**
What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee?

**Options**
- Job evaluation
- Job description
- Job specification
- Yes

**Question ID 4**

**Question**
If supply of labor is higher than demand, which factor would be relatively low?

**Options**
- Price
- Wage
- Increment
- Incentive

**Question ID 5**

**Question**
Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job.

**Options**
- Fred Luthas
- Elliot Jacques
- Philip Kotler
- Robbins

**Question ID 6**

**Question**
Name the technique used by the point system and factor comparison system to list the job.

**Options**
- Non-quantitative
- Quantitative
- Non-analytical
- Analytical

**Question ID 7**

**Question**
Name one of the processes of job evaluation

**Options**
- Select the method
- Ranking

---

1
Question ID 8
Question
Name the method where common factors to all the jobs are identified.

Options
Factor comparison
Analytical
Non-analytical
Point

Is Correct
Yes

Question ID 9
Question
On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?

Options
To set wages
To set prices
To set methods
To set

Is Correct
Yes

Question ID 10
Question
What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.

Options
Job evaluation
Job
Job analysis

Is Correct
Yes

Question ID 11
Question
Under which system the process is based on personal judgement, and therefore tends to get influenced by personal biases.

Options
Point
Ranking
Grading
Factor

Is Correct
Yes

Question ID 12
Question
Which kind of inequality to a great extent affects industrial relations?

Options
Price
Quality
Wage
Technology

Is Correct
Yes

Question ID 13
Question
What is it that job evaluation requires while undertaking the programme at all stages in the organization?

Options
Controlling
Planning
Co-ordination
Co-operation

Is Correct
Yes

Question ID 14
Question
Name the organized group of employees which is directly concerned with job evaluation.

Options
Multi-union
Trade-union
Workers union
Supervisor's

Is Correct
Yes

Question ID
Question

15 Which is the only weapon of trade union, which the union think is taken away by applying the Job evaluation System.

Collective cooperation
Collective negotiation
Collective controlling
Collective bargaining

Question ID 16

Question
Multiple Choice Single Response
Under the techniques of job evaluation, which is the most widely used method?

Options
POINT SYSTEM
Yes
RANKING
Job grading
Factor

Question ID 17

Question
Multiple Choice Single Response
Name the factor which when changes, the job evaluation system should also change.

Options
Consumer
Management
Seller
Technology
Yes

Question ID 18

Question
Multiple Choice Single Response
Under the techniques of job evaluation, which is the least method used?

Options
Job grading
Factor
Ranking system
Point system
Yes

Question ID 19

Grading systems require which type of system, because grading of clerical job may be quite different from that of operative job.

Single
Double
Triple
Multiple
Yes

Question ID 20

In which type of system are yardsticks of value for each job factor are prepared?

Options
Job rating system
Job description
Ranking system
Yes

Question ID 21

After assigning weight to each criterion like skill, knowledge etc., the worth of job is determined and converted to which kind of values?

Money
Incentive
Quantitative
Qualitative
Yes

Question ID 22

When individual job description and grade descriptions do not match well, the evaluators classify the job using which kind of judgment?

Specific
Question ID 23
Question Which kind of relationship does system of a job-evaluation maintain while rating for different jobs?

Question ID 24
Question Job analysis describes variety of duties of the job, they are:

Question ID 25
Question Name the various processes of job evaluation:

Question ID 26
Question Job factors used under Factor comparison method are:

Question ID 27
Question Name the various ways through which business firms are being helped by well designed job evaluation:

Question ID 28
Question Mention the defects of Simple ranking method:
<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>29</td>
<td>It is said that participants should have familiarity with the job to be rated, therefore the degree of familiarity has impact on which factor:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple choice Multiple Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Name the factors affecting the designing of the wage structure area:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple choice Multiple Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>31</td>
<td>Job description which are prepared as part of the process which can be used for writing up job specifications, that can then be used for which kind of purpose?</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple Choice Multiple Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>The worth of job is determined in relation to other jobs in terms of</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple Choice Multiple Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple Ch6ic'e”Multiple Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Ranking system measures each job in comparison with other jobs in terms of the relative importance of the</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple Choice Multiple Response</td>
<td></td>
<td></td>
</tr>
<tr>
<td>35</td>
<td>Under the grading system, name the separate grades included:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Multiple Choice Multiple Response</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Question ID 36
**Question**
Mention the objectives of Job evaluation

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>To maintain complete description of each occupation in the entire plant</td>
<td>Yes</td>
</tr>
<tr>
<td>To promote accurate consideration of all</td>
<td>Yes</td>
</tr>
<tr>
<td>To promote information for work organization, employees section etc.</td>
<td>Yes</td>
</tr>
<tr>
<td>To ensure that like wages are paid to all qualified employees on unlike work.</td>
<td></td>
</tr>
</tbody>
</table>

### Question ID 37
**Question**
Mention certain weaknesses under the grading method:

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is difficult to write grade description</td>
<td>Yes</td>
</tr>
<tr>
<td>It oversimplifies sharp differences between different jobs &amp; different grades</td>
<td>Yes</td>
</tr>
<tr>
<td>It is considered to be less subjective</td>
<td>Yes</td>
</tr>
<tr>
<td>It is considered to be too subjective</td>
<td></td>
</tr>
</tbody>
</table>

### Question ID 38
**Question**
Name the various steps considered under Factor comparison system:

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocation of correct rate to each key job</td>
<td>Yes</td>
</tr>
<tr>
<td>Selection of job characteristics</td>
<td>Yes</td>
</tr>
<tr>
<td>Determination to correct rates of key jobs</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### Question ID 39
**Question**
Under the 'Point rating system' name the important steps mentioned:

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction of the yardsticks</td>
<td>Yes</td>
</tr>
<tr>
<td>Price survey</td>
<td></td>
</tr>
<tr>
<td>Wage survey</td>
<td>Yes</td>
</tr>
<tr>
<td>Designing wage structure</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### Question ID 40
**Question**
Name the two factors which lead people to work:

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic</td>
<td>Yes</td>
</tr>
<tr>
<td>Organising</td>
<td></td>
</tr>
<tr>
<td>Motivation</td>
<td></td>
</tr>
<tr>
<td>Controlling</td>
<td></td>
</tr>
</tbody>
</table>

### Question ID 41
**Question**
Job evaluation precedes job analysis

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRUE</td>
<td>Yes</td>
</tr>
<tr>
<td>FALSE</td>
<td></td>
</tr>
</tbody>
</table>

### Question ID 42
**Question**
Employee and supervisor should be never involved while finalizing job description

<table>
<thead>
<tr>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>TRUE</td>
<td>Yes</td>
</tr>
<tr>
<td>FALSE</td>
<td></td>
</tr>
<tr>
<td>Question ID</td>
<td>Question</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>43</td>
<td>All forms of job evaluation are designed to enable management to determine how much one job should be paid as compared to others.</td>
</tr>
<tr>
<td>44</td>
<td>When several unions exist in an organization it becomes easy to apply job evaluation system.</td>
</tr>
<tr>
<td>45</td>
<td>Point rating system consists of designing the wage structure.</td>
</tr>
<tr>
<td>46</td>
<td>The aim of the majority of the systems of job evaluation is to establish, on agreed basis, the relative values of different jobs in a given plant.</td>
</tr>
<tr>
<td>47</td>
<td>A corollary of this job evaluation principal is that for equal work there should be unequal wage rates.</td>
</tr>
<tr>
<td>48</td>
<td>Ranking system usually measures each job in comparison with other jobs in term of relative importance of experience &amp; education.</td>
</tr>
<tr>
<td>49</td>
<td>It is very easy to write grade description, as the number of jobs increases.</td>
</tr>
<tr>
<td>50</td>
<td>When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgment.</td>
</tr>
<tr>
<td>51</td>
<td>Under point method, common factors to all the jobs are identified.</td>
</tr>
<tr>
<td>52</td>
<td>The job falling under the same grade get different wage scale.</td>
</tr>
</tbody>
</table>
53  Factor comparison system consists of selection of key jobs.  TRUE  Yes

Question ID  Question
54  The data obtained through job analysis are recorded on what is known as job analysis sheet.

True/ False  Options  is Correct

Question ID  Question
55  Trade union is a group of two people who come to strengthen their bargaining position.

True / False  Options  Is Correct

Question ID  Question
56  The benefit of job evaluation is that it lays down the foundation for a rational wage structure

Select a Blank  Options  Is Correct

Question ID  Question
57  If standard of living is , it calls for higher wage

Select a Blank  Options  Is Correct

Question ID  Question
58  Responsibility is much more Than of worker.

Select a Blank  Options  Is Correct

Question ID  Question
59  In the case of there is one yardstick consisting of job classes.

Select a Blank  Options  Is Correct

Question ID  Question
60  All should be paid within limits which is given by the standards set through a wage structure.

Select a Blank

Question ID  Question
61  The ranking system is also known as system.
Question ID 62  Question  It is said that rate the job, and not the
Wage
Man
Salary
Personnel
Options  Is Correct

Select a Blank

Question ID 63  Question  Is the rating of jobs to
determine their position in a job hierarchy.
Job evaluation
Job system
Job analysis
Job description
Options  Is Correct

Select a Blank

Question ID 64  Question  On the basis of job elements and organizational demand an
appropriate of job evaluation
study
type
method
course
Options  Is Correct

Select a Blank

Question ID 65  Question  Are first established on the
basis of job information derived from job analysis.

Description
Equipment
Experiences
Grades

Select a Blank

Question ID 66  Question  Factor comparison method is regarded as method

Description
Complex
Appreciable
Less expensive
Options  Is Correct

Select a Blank

Question ID 67  Question  While evaluating jobs,
Where nature of work is difficult to be expressed in quantifiable
numbers.
Workers
Supervisors

Select a Blank

Question ID 68  Question  Under method jobs are
arranged from highest to lowest, in
order of their value to the organization.
Point
Grading
Actor comparison
Ranking
Options  Is Correct

Select a Blank

Question ID 9  Question

Select a Blank
The job evaluation programme once installed must be continued on a basis.

### Question ID: 70
#### Question
**Definition of Job Evaluation:**
It is the process of analysis and assessment of jobs to ascertain reliability, their relatively worth using the assessment as a basis for a balanced wage structure.

/  
**Objectives of Job Evaluation:**
To determine a rate of pay for each job which is fair and equitable with relation to other jobs in the industry.

**Principles of Job Evaluation:**
Allows employees to discuss to discuss job ratings

**Process of Job Evaluation:**
The basic procedure is to compare content of jobs in relation to one author, in terms of some elements like skills, efforts etc.  
The basic procedure is that, it should be written very carefully as it can be used as an evidence while handling some grievances.  
The job analyst should himself observe the actual work done by the employee.

### Question ID: 71
#### Question
**JOB RANKING**  
In this case, the method is very simple and not expensive.

**JOB GRADING**  
In this case, there is one yardstick consisting of job classes.

**FACTOR COMPARISON SYSTEM**  
In this case the job factos are compared rather than the whole job.

**POINT RATING SYSTEM**  
In this case, it is widely used in job evaluation and also designs wage structure.

<table>
<thead>
<tr>
<th>Match</th>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>70</td>
<td>Definition of Job Evaluation</td>
<td>Options</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>It is the process of analysis and assessment of jobs to ascertain reliability, their relatively worth using the assessment as a basis for a balanced wage structure.</td>
<td>Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Objectives of Job Evaluation</td>
<td>To determine a rate of pay for each job which is fair and equitable with relation to other jobs in the industry.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Principles of Job Evaluation</td>
<td>Allows employees to discuss to discuss job ratings</td>
<td>Yes</td>
</tr>
</tbody>
</table>
|       |             | Process of Job Evaluation | The basic procedure is to compare content of jobs in relation to one author, in terms of some elements like skills, efforts etc.  
The basic procedure is that, it should be written very carefully as it can be used as an evidence while handling some grievances.  
The job analyst should himself observe the actual work done by the employee. | Yes |
|       | 71          | JOB RANKING | Options  | Yes        |
|       |             | In this case, the method is very simple and not expensive. | Yes | |
|       |             | JOB GRADING | In this case, there is one yardstick consisting of job classes. | Yes |
|       |             | FACTOR COMPARISON SYSTEM | In this case the job factos are compared rather than the whole job. | Yes |
|       |             | POINT RATING SYSTEM | In this case, it is widely used in job evaluation and also designs wage structure. | Yes |

### Question ID: 89
#### Question
**Non-quantitative job evaluation category.**  
Simple ranking and grading are placed under such category.

**Quantitative job evaluation**  
Point system and factor comparison methods are placed under such category.

**The beneficiaries to business firms by job evaluation**  
It enables Cos. to get data in local wage surveys to establish job classification.

**Job analysis**  
It is one of the job evaluation processes, which finds out relevant facts.  
It is considered to be complex to cos. as it is not understood by all.

Simple ranking and point system are placed under such category.
<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>73</td>
<td>Job Factors enumerated as :</td>
<td>Effort, responsibility, skill, working conditions</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Wage survey :</td>
<td>It places all evaluated jobs according to point in terms of money.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Designing wage structure :</td>
<td>Similar jobs are grouped and treated as a job class.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Concept suggested by Elliot Jecques.</td>
<td>It takes into account the various key factors that will tell the overall performance of a job.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Effort, grading, skill, working conditions.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Effort, point, skill, working conditions.</td>
<td></td>
</tr>
</tbody>
</table>
## LIST OF ATTEMPTED QUESTIONS AND ANSWERS

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization &amp; globalization?</td>
<td>Be able to capitalize on global trade, Not ignore quality, Product development</td>
<td>Be able to capitalize on global trade, Not ignore quality, Product development</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:</td>
<td>Supervision &amp; leadership, Co-operation &amp; association outside the line of authority, Probability &amp; consequences of errors</td>
<td>Supervision &amp; leadership, Co-operation &amp; association outside the line of authority, Probability &amp; consequences of errors</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the 'Point rating system' name the important steps mentioned:</td>
<td>Construction of the yardsticks, Wage survey, Designing wage structure.</td>
<td>Construction of the yardsticks, Wage survey, Designing wage structure.</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
<td>Role clarity</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the various Organisational effectiveness dimensions.</td>
<td>Higher productivity, Cost reduction, More profit</td>
<td>Higher productivity, Cost reduction, More profit</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>It can be enaged that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In resent times, which department and head of the same usually initiates the manpower plan.</td>
<td>HR department</td>
<td>HR department</td>
</tr>
</tbody>
</table>
**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>On the basis of job elements and organisational demand an appropriate</td>
<td>method</td>
<td>method</td>
</tr>
<tr>
<td>__________ of job evaluation should be selected.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employees at present need more freedom &amp; autonomy in doing the work</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is concerned with developing a pool of candidates in line with the</td>
<td>Recruitment</td>
<td>Recruitment</td>
</tr>
<tr>
<td>human resources plan</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The differences in which kind of faiths among the people is hurdle in the</td>
<td>Religious</td>
<td>Religious</td>
</tr>
<tr>
<td>HRD</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The key to the whole SSL programme lies in the identification of -</td>
<td>Supervisor's weaknesses</td>
<td>Supervisor's performance</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What can give significant inputs about existing state of accountability of employees.</td>
<td>HRD audit</td>
<td>HRD systems</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**
### Question

The birth of the quality control movement in Japan took place in the early -

**Correct Answer:** 1960's

**Your Answer:** 1960's

### Multiple Choice Multiple Answer

**Question:** What are the preparations to be done during pre-interview session by the employer about the employee.-

**Correct Answer:** Background, Training, Experience

**Your Answer:** Background, Training, Experience

### Select The Blank

**Question:** The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees

**Correct Answer:** Career Progression

**Your Answer:** Career Progression

### Multiple Choice Multiple Answer

**Question:** Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

**Correct Answer:** The first promotion, Successfully completed assignment, The first performance appraisal

**Your Answer:** The first promotion, Successfully completed assignment, The first performance appraisal

### Multiple Choice Single Answer

**Question:** What is the essentially the most important principle of any Human Resource Development Activity?

**Correct Answer:** Self development.

**Your Answer:** Self development.

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job analysis</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
<td>It is one of the job evaluation process which finds out relevant facts.</td>
</tr>
<tr>
<td>Non-quantitative job evaluation category.</td>
<td>Simple ranking and grading are placed under such category.</td>
<td>Simple ranking and grading are placed under such category.</td>
</tr>
<tr>
<td>Quantitative job evaluation</td>
<td>Point system and factor comparison methods are placed under such category.</td>
<td>Point system and factor comparison methods are placed under such category.</td>
</tr>
<tr>
<td>The beneficiaries to business firms by job evaluation</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
<td>It enables Cos. to get data in local wage surveys to establish job classification.</td>
</tr>
</tbody>
</table>

### True/False
<table>
<thead>
<tr>
<th>Question</th>
<th>Counselling involves a one to one discussion between the participant and administrator.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The reviewer has the prime role of recording major appraisal details.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Most HRD audit are due to failures of ________.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Implementation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Co-ordination</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the steps that develop strategic framework for HRD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>List the measures to overcome the HRD problems in India</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Under HRD, name the factors that act as motivating forces</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job enrichment, Informal organisation, Participative management</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Employee enrichment, Informal organisation, Participative management</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Five main phases make up the process of the feedback exercise, name the PHASE 4-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What includes in Salary Survey ?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
</tbody>
</table>
Multiple Choice Single Answer

Question: Why is it that in dual career groups there is restricted freedom from the side of the human resource manager?

Correct Answer: because of restriction & reservations in adhering to organisational rules & regulations

Your Answer: because of restriction & reservations in adhering to organisational rules & regulations

Select The Blank

Question: Large recruitment ________ problematic and vice-versa.

Correct Answer: Less

Your Answer: More

True/False

Question: The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).

Correct Answer: True

Your Answer: True

Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Appraisal Process</td>
<td>Measure actual performance of appraisee through personal observation or oral &amp; written reports.</td>
<td>Measure actual performance of appraisee through personal observation or oral &amp; written reports.</td>
</tr>
<tr>
<td>Period of Appraisal</td>
<td>It coincides with the financial year of the organisation 1st Sept. to 31st Aug.</td>
<td>It coincides with the financial year of the organisation 1st Sept. to 31st Aug.</td>
</tr>
<tr>
<td>Winning instinct</td>
<td>&quot;Determinating to Make Things Happen&quot;</td>
<td>&quot;Determinating to Make Things Happen&quot;</td>
</tr>
<tr>
<td>Ethics of Appraisal</td>
<td>&quot;Don't appraise without knowing why the appraisal is required&quot;</td>
<td>&quot;Don't appraise without knowing why the appraisal is required&quot;</td>
</tr>
</tbody>
</table>

Select The Blank

Question: A_______ having openness, trust, authenticity as its bed rock is highly suitable for 360 - degree appraisal.
<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Culture</td>
<td>Culture</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the technique used by the point system and factor comparison system</td>
<td>Quantitative</td>
<td>Quantitative</td>
</tr>
<tr>
<td>to list the job.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives of the consumers association besides the representatives</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>of employees &amp; employers have to participate in the meeting of collective</td>
<td></td>
<td></td>
</tr>
<tr>
<td>bargaining</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>HRD means competence building, commitment building, and __________</td>
<td>culture</td>
<td>culture</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>For the period of the lay off up to a maximum of __________ workmen will</td>
<td>45 days</td>
<td>90 days</td>
</tr>
<tr>
<td>be paid compensation equal to half their basic pay &amp; D.A.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A programme that allows flexible entering &amp; learning (the organisation)</td>
<td>Flexitime</td>
<td>Flexitime</td>
</tr>
<tr>
<td>times for the employees is known as -</td>
<td></td>
<td></td>
</tr>
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</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________ leads to conflict between various departments is a functional</td>
<td>The lack of appreciation for the constraints of other department</td>
<td>The lack of appreciation for the constraints of other department</td>
</tr>
<tr>
<td>organisation</td>
<td></td>
<td></td>
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</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A paper prepared by Mr. P Chidambaram, titled Indian subsidies reveals</td>
<td>The lack of appreciation for the constraints of other department</td>
<td></td>
</tr>
<tr>
<td>that in order to clean its fiscal difficult in a few year, India needs to</td>
<td></td>
<td></td>
</tr>
<tr>
<td>out down about 50% of subsidies in __________ goods since it yields only</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10% returns</td>
<td></td>
<td></td>
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</tbody>
</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The final step in manpower planning is to ensure that the supply will match the demand in future.</td>
<td>False</td>
<td>True</td>
</tr>
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</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
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<tbody>
<tr>
<td>Name the process of 360 degree appraisal which can be broken into three stages or levels -</td>
<td>Planning , Implementation , Result</td>
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</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
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<tbody>
<tr>
<td>Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of up to</td>
<td>Rs. 5 lakh</td>
</tr>
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</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
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<tbody>
<tr>
<td>Member ship of the nation wide consumer councils (as formed by the Government) would comprise representative of</td>
<td>various ministeries , manufactures of commerce , cost account &amp; Consumer</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers &amp; restructuring organisational relationships.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which system emphasis a lot on the need to motivate people</td>
<td>Human Resource Development</td>
</tr>
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</table>
## Chapter 1 Nature & scope of Human Resource Development

<table>
<thead>
<tr>
<th>Nature &amp; scope of HRD</th>
<th>Page No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 M.M.Khan</td>
<td>1</td>
</tr>
<tr>
<td>2 Prof Len Nadler</td>
<td>1</td>
</tr>
<tr>
<td>3 Schlem</td>
<td>1</td>
</tr>
<tr>
<td>4 Nature &amp; Scope of HRD</td>
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<tr>
<td>5 Importance of HRD</td>
<td>2</td>
</tr>
<tr>
<td>6 HRD in India</td>
<td>3</td>
</tr>
<tr>
<td>7 Problems related to HRD Practices</td>
<td>3</td>
</tr>
<tr>
<td>8 Organisation Problems</td>
<td>3</td>
</tr>
<tr>
<td>9 General Problem</td>
<td>4</td>
</tr>
<tr>
<td>10 Suggestions to overcome the HRD problem in India</td>
<td>4</td>
</tr>
<tr>
<td>11 Suggestions to overcome the HRD problem in India</td>
<td>4</td>
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<tr>
<td>12 General Measures</td>
<td>5</td>
</tr>
<tr>
<td>13 Human Resource Management (HRM)</td>
<td>5</td>
</tr>
<tr>
<td>14 Scope/Areas of HRM/Goals of HRM</td>
<td>6</td>
</tr>
<tr>
<td>15 Role / functions of HRM</td>
<td>7</td>
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<tr>
<td>16 Benchmarks or principles of HRM</td>
<td>8</td>
</tr>
<tr>
<td>17 Human Resource Planning</td>
<td>9</td>
</tr>
<tr>
<td>18 Leap and Crime</td>
<td>9</td>
</tr>
<tr>
<td>19 De Cenzo and robbins</td>
<td>9</td>
</tr>
<tr>
<td>20 Stoner and freeman</td>
<td>9</td>
</tr>
<tr>
<td>21 HRP Procedures and aspects</td>
<td>9</td>
</tr>
<tr>
<td>22 Need and importance of HRP</td>
<td>9</td>
</tr>
<tr>
<td>23 Factors affecting HRP</td>
<td>11</td>
</tr>
<tr>
<td>24 Limitation of HRP</td>
<td>11</td>
</tr>
<tr>
<td>25 Job Analysis /Role Analysis</td>
<td>12</td>
</tr>
<tr>
<td>26 Edwin B Flippe</td>
<td>12</td>
</tr>
<tr>
<td>27 David Decenzo and stephen robbins</td>
<td>12</td>
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<tr>
<td>28 Job analysis process / Components of Job Analysis</td>
<td>12,186</td>
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<tr>
<td>29 Job Description</td>
<td>13,186</td>
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<td>30 Job Specification</td>
<td>13</td>
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<td>31 uses of Job Analysis</td>
<td>13</td>
</tr>
<tr>
<td>32 Method of Job Analysis</td>
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## Chapter 2 New Economic policy and Human Resource Management

<table>
<thead>
<tr>
<th>New Economic policy</th>
<th>Page No</th>
</tr>
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<tbody>
<tr>
<td>1 Programme of economic liberalisation</td>
<td>19</td>
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<tr>
<td>2 New economic policy</td>
<td>19</td>
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<tr>
<td>3 pre-reform scenario</td>
<td>19</td>
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<tr>
<td>4 Reform process and imperatives</td>
<td>20</td>
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<tr>
<td>5 NICCO</td>
<td>23</td>
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<tr>
<td>6 reflections on the reform package</td>
<td>24</td>
</tr>
<tr>
<td>7 Liberalized india</td>
<td>26</td>
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<tr>
<td>8 Labour issue</td>
<td>27</td>
</tr>
<tr>
<td>9 Poverty</td>
<td>29</td>
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<tr>
<td>10 subsudes</td>
<td>32</td>
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<tr>
<td>11 implications for human resource management</td>
<td>32</td>
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## Chapter 3 Managing change through continuous improvement

<table>
<thead>
<tr>
<th>Managing change through continuous improvement</th>
<th>Page No</th>
</tr>
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<tbody>
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<td>1 Challenge for the human resource manager</td>
<td>42</td>
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<td>2 organizations responding to change</td>
<td>43</td>
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<tr>
<td>3 New Environment</td>
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</tr>
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6 benchmarking for competitive advantage
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10 business process reengineering
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13 human resource accounting
14 human resource audit

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1 TQM Definition
2 Ron callard and gill sivyer
3 Features of TQM
4 Tenets of TQM
5 Dr. Joseph juran
6 Dr. W. Edwards demin
7 Philip B. Crosby
8 Elements of TQM
9 Implementation of TQM
10 Concept of TQM
11 Need Advantage and importance of TQM
12 Pitfalls in implementation of TQM
13 Quality
14 Dimensions of Quality
15 Quality circles (QC's)
16 Philip thomson
17 characteristics of quality circles
18 Process of quality circles
19 Benefits of quality circles
20 pitfalls of QC's
21 Essentials of effective QC's
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23 objective of quality control
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11 supportive corporate programes
12 training need identification through survey
13 classifying employee
14 training efforts
15 training methodologies
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19 goal of training

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2 elements of succession planning
3 promoting from within
4 excellent succession plan
5 unexpected succession
6 doppelgangers pehomenon
7 whose responsibility

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2 career development cycle
3 career need assessment
4 career opportunities
5 need opportunity alignment
6 plateaued employees
7 career models developed by a large public sector undertaking
8 development grade
9 officiating assignment
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4 change advocate
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8 types of compensation
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10 FLOYD Kemske
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12 workforce development
13 definition of jobs
14 strategic role of HR
15 CII
16 walkabout
17 Grid seminar
18 stage
19 pfeffer
20 successful organization
21 job information
22 component system of HRD
23 multi rater
24 flow
25 synergy of team
26 intel
27 american
28 IBM
29 L & T
**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>A new management profile where managers take into cognisance the fact that organisational competitiveness is linked to human resource competance, was suggested by whom?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Roetting (1995)</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Roetting (1995)</td>
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</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>The Main contribution of HRD audit is to focus on</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Value-adding HRD</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Value-adding HRD</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Every employee also has a succession plan to him, which is also known as -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Shadow planning</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Shadow planning</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The main focus of attention today is the employee.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>When was the first attempt made to move a change in policies regarding business, licenses &amp; permits operating in India</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Mid 80’s</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Early 90’s</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The degree to which an individual possess the innate quality of breath of mind is the most direct indication of the individual’s ultimate potential.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer
**Question:** At a US based industrial design firm there is no position as a head or chief, instead, importance is given to hiring the right people for the rights. This policy emulates which concept?

**Correct Answer:** Self actualization at the workplace.

**Your Answer:** Boundrylessness

---

### Multiple Choice Multiple Answer
**Question:** What are the preparations to be done during pre-interview session by the employer about the employee.

**Correct Answer:** Background, Training, Experience

**Your Answer:** Background, Training, Experience

---

### Multiple Choice Single Answer
**Question:** Which practices should be linked to business goals and corporate strategy:

**Correct Answer:** HRD & HR

**Your Answer:** HRD & HR

---

### Select The Blank
**Question:** No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people.

**Correct Answer:** 1 year

**Your Answer:** 1 year

---

### Select The Blank
**Question:** The ________ provide resources to approved employment schemes in the organised & marginised sectors.

**Correct Answer:** Employment Generation Fund

**Your Answer:** Employment Generation Fund

---

### Multiple Choice Multiple Answer
**Question:** Name the various HRD outcomes variables:

**Correct Answer:** Better organisational health, Better developed roles, Better utilisation of human resources

**Your Answer:** Better organisational health, Better developed roles, Better utilisation of human resources

---

### Select The Blank
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>HR managers to guarantee their viability need to think themselves as -</td>
<td>Strategic partners</td>
<td>Strategic partners</td>
</tr>
<tr>
<td>What are the key characteristics / features of a Human Resource Audit.</td>
<td>Employee competency check list , Evaluation by HR department in conjunction with internal customers. , To find the competency gap</td>
<td>Employee competency check list , Evaluation by HR department in conjunction with internal customers. , To find the competency gap</td>
</tr>
<tr>
<td>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaing</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td>Recruitment</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Following a flexible working hours principle employees of one management institute have to work from 8.30AM to 2.30PM i.e. six hours a day. What is the first 2 hours at work established as where the employees may choose for doing their class work?</td>
<td>Flexible band</td>
<td>Flexible working time</td>
</tr>
</tbody>
</table>
### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Employer has to pay ________ of the basic wages to the employees during the lay off period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.5</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the steps that develop strategic framework for HRD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Realistic employee development , Measurable employee development , Well costed employee development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Realistic employee development , Measurable employee development , Well costed employee development</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various steps considered under Factor comparision system:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Allocation of correct rate to each key job , Selection of job characteristics , Determination of correct rates of key jobs</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Selection of job analysis , Allocation of correct rate to each key job , Selection of job characteristics</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>For closure , if there is no response ( from government ) within ________ permission is deemed to have been granted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>60</td>
</tr>
<tr>
<td>Your Answer</td>
<td>60</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the Questions which enable the superior to verify that he has correctly heard.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Paraphrasing</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Paraphrasing</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Blake and Mouton</td>
<td>Grid Seminars</td>
<td>Grid Seminars</td>
</tr>
<tr>
<td>The Interview Method</td>
<td>In the absence of appraisal system</td>
<td>In the absence of appraisal system</td>
</tr>
<tr>
<td>The Questionnaire Method</td>
<td>A large target group</td>
<td>A large target group</td>
</tr>
<tr>
<td>Dr. George S. Odiorne</td>
<td>HR portfolio matrix (classification Quadrants)</td>
<td>HR portfolio matrix (classification Quadrants)</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**: List the measures to overcome the HRD problems in India

**Correct Answer**: Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

**Your Answer**: Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

### Multiple Choice Multiple Answer

**Question**: What are the features of a managerial walkabouts in the Corporate Sector?

**Correct Answer**: The Manager is made completely free from all other corporate responsibilities, He is full-time on the walkabout, It could mean limited resources being given to a manager to work on.

**Your Answer**: The Manager is made completely free from all other corporate responsibilities, He is given full freedom & cannot be restrained by corporate policy.

### Multiple Choice Single Answer

**Question**: One of the importance of HRD is

**Correct Answer**: Role clarity

**Your Answer**: Role clarity

### True/False

**Question**: HRD should be series of adhoc decisions and practices.

**Correct Answer**: False

**Your Answer**: False

### Multiple Choice Multiple Answer

**Question**: What are the areas where the auditors should physically visit the workplace?

**Correct Answer**: Canteens, Living colony, Training rooms

**Your Answer**: Canteens, Living colony, Training rooms

### Select The Blank

**Question**: Good relationships ideally does not mean a “goodie goodie” relationship, it should be based on mutual respect & should be

**Correct Answer**: Functional & objective

**Your Answer**: Constructive
<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>are first established on the basis of job information derived from job analysis.</th>
<th>Correct Answer</th>
<th>Grades</th>
<th>Your Answer</th>
<th>Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>True/False</td>
<td>Question</td>
<td>Organisations should pay for the value of the job but not for the value of the person.</td>
<td>Correct Answer</td>
<td>False</td>
<td>Your Answer</td>
<td>False</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Question</td>
<td>One of the feature HRD goals are, _________ is a perishable commodity</td>
<td>Correct Answer</td>
<td>Labour</td>
<td>Your Answer</td>
<td>Labour</td>
</tr>
<tr>
<td>True/False</td>
<td>Question</td>
<td>An employee who is categorised as Dead wood is one who has absolutely no potential for growth &amp; should be included in a rationalization programme.</td>
<td>Correct Answer</td>
<td>False</td>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>True/False</td>
<td>Question</td>
<td>An employee sponsor, the HR manager plays an integral role in organisational success.</td>
<td>Correct Answer</td>
<td>True</td>
<td>Your Answer</td>
<td>True</td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Question</td>
<td>_________ is indicated by work effort and it should be continuous.</td>
<td>Correct Answer</td>
<td>Commitment</td>
<td>Your Answer</td>
<td>Commitment</td>
</tr>
<tr>
<td>Multiple Choice Multiple Answer</td>
<td>Question</td>
<td>Under &quot;Workshop&quot; feedback is done on which kind of categories?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Correct Answer**  Managerial role, Leadership styles, Behavioural qualities  
**Your Answer**  Organisational qualities, Leadership styles, Behavioural qualities

### Multiple Choice Multiple Answer

**Question**  Some questions that every corporation needs to address are as follows:-

**Correct Answer**  How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant  
**Your Answer**  How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant

### Select The Blank

**Question**  _______ means providing the employee with necessary tools & authority to overcome obstacles to achieving goals.

**Correct Answer**  Employee empowerment  
**Your Answer**  Job enlargement

### True/False

**Question**  Human resource management is responsible for getting the best people, training and providing mechanism.

**Correct Answer**  True  
**Your Answer**  True

### Multiple Choice Single Answer

**Question**  The “Zero defects” concept defined TQM as -

**Correct Answer**  The system to be used is prevention.

**Your Answer**  The system to be used is prevention.

### Select The Blank

**Question**  HRD department is also included as an _______ of HRD.

**Correct Answer**  Instruments  
**Your Answer**  Instruments

### Multiple Choice Multiple Answer

**Question**  Why was workers participation in management initiated?

**Correct Answer**  to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace  
**Your Answer**  to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace
Your Answer: to satisfy workers psychological needs, to develop a source of belongingness, to battle the mounting problems of worker

<table>
<thead>
<tr>
<th>True/False</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Which system emphasis a lot on the need to motivate people</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Human Resource Development</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>The differences in which kind of faiths among the people is hurdle in the HRD</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Religious</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Religious</td>
</tr>
</tbody>
</table>
### LIST OF ATTEMPTED QUESTIONS AND ANSWERS

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organisations should pay for the value of the job but not for the value of the person.</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>While Trade Unions have their own approach to the problem; what is the role played by management in fostering a close understanding between each other?</td>
<td>It's own approach to problem solving technique</td>
<td>To act as a liaison between the problem &amp; union</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>One of the importance of HRD is</td>
<td>Role clarity</td>
<td>Role clarity</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counselling involves a one to one discussion between the participant and administrator.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________ is indicated by work effort and it should be continuous.</td>
<td>Commitment</td>
<td>Commitment</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment of trade unions by workers in small industries is not common</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>
### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>The job evaluation programme once installed must be continued on a ______ basis.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>permanent</td>
</tr>
<tr>
<td>Your Answer</td>
<td>permanent</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Why was workers participation in management initiated?</th>
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<tbody>
<tr>
<td>Correct Answer</td>
<td>to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace</td>
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<tr>
<td>Your Answer</td>
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</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Whose study provides that one creates an appropriate HRD climate only through good practices.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Abraham</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Abraham</td>
</tr>
</tbody>
</table>

### Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>The ______ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>National Renewal Grant Fund</td>
</tr>
<tr>
<td>Your Answer</td>
<td>National Renewal Grant Fund</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>While planning for surplus, the following are the options:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td></td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**: What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Moon-lighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Moon-lighting</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**: Which system emphasis a lot on the need to motivate people

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Human Resource Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

**Question**: According to Lahiry what is the simple act of comparison & learning for organisational improvement?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Benchmarking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Benchmarking</td>
</tr>
</tbody>
</table>

### True/False

**Question**: The human resource department should move out from routine transactional activities and let IT take care of their activities.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**: Some problems are inherent in the performance Appraisal System, they are -

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Discrimination, First impression, Central tendency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>First impression, Central tendency, Discrimination</td>
</tr>
</tbody>
</table>

### True/False

**Question**: When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>
**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>______ assignment can also be recommended for career development.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rotational</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rotational</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>According to shroff (1995) the government needs to focus on three areas which are likely to impede the effective implementation of the economic policy, they are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of there measures</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp; political management of there measures</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is concerned with developing a pool of candidates in line with the human resources plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>An employee who is categorised as Dead wood is one who has absolutely no potential for growth &amp; should be included in a rationalization programme.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>List the measures to overcome the HRD problems in India</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>______ is route to be followed in order to realise vision and overall purpose.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Strategy</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer
**Question** Why is it that today, more so than the past, employees take to Moon Lighting activities?
**Correct Answer** Decreasing purchasing power
**Your Answer** Change in expectations

### Select The Blank
**Question** In Indian since the liberalisation process in 19991, FDI flows have developed each year & exports are up by more than __________
**Correct Answer** 0.5
**Your Answer** 0.5

### Multiple Choice Multiple Answer
**Question** How would the representative of consumer association be able to make a difference in the consumerism movement?
**Correct Answer** by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices
**Your Answer** by participating in collective bargaining, to holds rallies bandhs & morchas against in fairs consumer practices, to demands good supply of quality goods at fairs prices

### Multiple Choice Multiple Answer
**Question** Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
**Correct Answer** Skill, Efforts, Accountability
**Your Answer** Skill, Efforts

### True/False
**Question** Trade union is a group of two people who come to strengthen their bargaining position.
**Correct Answer** False
**Your Answer** False

### Multiple Choice Multiple Answer
**Question** Name the process of 360 degree appraisal which can be broken into three stages or levels -
**Correct Answer** Planning, Implementation, Result
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the method where common factors to all the jobs are identified.</td>
<td>Point</td>
<td>Point</td>
</tr>
<tr>
<td>Name the system which is simple, less expensive &amp; less time consuming.</td>
<td>Ranking</td>
<td>Grading</td>
</tr>
<tr>
<td>Federations may invite the management's representatives to participate in working committee meetings. Who would the unions at Plant level / Shop level essentially invite?</td>
<td>Representatives from line &amp; personnel department.</td>
<td>Representatives from line &amp; personnel department.</td>
</tr>
<tr>
<td>Which kind of literature identifies a number of systems &amp; subsystems?</td>
<td>HRD</td>
<td>HR</td>
</tr>
<tr>
<td>__________ means every employee is an active participant in goal attainment.</td>
<td>Employee involvement</td>
<td>Employee empowerment</td>
</tr>
<tr>
<td>The budget of Feb 1997 presented by Finance minister Mr. P. Chidambaram showed a spirit of optimism &amp; growth. What were its components</td>
<td>significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure</td>
<td>significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure</td>
</tr>
</tbody>
</table>
### Multiple Choice Multiple Answer

**Question**
Mention the objective of the potential appraisal.

**Correct Answer**
To assess an individual in terms of the highest level of work, To assist the organisation in discharging its responsibility of selecting managers.

**Your Answer**
To assess an individual in terms of the highest level of work, To assist the organisation in discharging its responsibility of selecting managers.

### Multiple Choice Single Answer

**Question**
The differences in which kind of faiths among the people is hurdle in the HRD

**Correct Answer**
Religious

**Your Answer**
Religious

### Multiple Choice Multiple Answer

**Question**
Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita's Systems of benchmarking?

**Correct Answer**
Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

**Your Answer**
Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

### Multiple Choice Single Answer

**Question**
Why is it found that federations & Unions constitute an important & crucial wing of an organisation?

**Correct Answer**
If mismanaged they affect industrial peace

**Your Answer**
If mismanaged they affect industrial peace

### Multiple Choice Single Answer

**Question**
What is it that can be defined as a written record of the duties, responsibilities and conditions of job.

**Correct Answer**
Job description

**Your Answer**
Job description

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Limitation of manpower planning.</td>
<td>Inaccuracy.</td>
<td>Inaccuracy.</td>
</tr>
<tr>
<td>Manpower planning method.</td>
<td>Long range estimates of vacancies.</td>
<td>Long range estimates of vacancies.</td>
</tr>
<tr>
<td>Step involved in manpower planning</td>
<td>Selecting adequate source of recruitment.</td>
<td>Selecting adequate source of recruitment.</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-------------------------------------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>Name the three types of forecast</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
<td>Long, short and medium forecasts.</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Employer has to pay ________ of the basic wages to the employees during the lay off period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>0.5</td>
</tr>
<tr>
<td>Your Answer</td>
<td>0.5</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Section ________ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>25-G</td>
</tr>
<tr>
<td>Your Answer</td>
<td>25-G</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the steps that develop strategic framework for HRD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
</tr>
</tbody>
</table>
# LIST OF ATTEMPTED QUESTIONS AND ANSWERS

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Why Companies go for HRD Audit?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Promoting Professionalism</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Promoting Professionalism</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>It is technology who can provide competitive advantage to corporations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Counselling involves a one to one discussion between the participant and administrator.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>The role of which manager must parallel the needs of his changing organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>HR</td>
</tr>
<tr>
<td>Your Answer</td>
<td>HR</td>
</tr>
</tbody>
</table>

## Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Mention the objectives of Job evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>To maintain complete description of each occupation in the entire plant, To promote accurate consideration of all employees for advancement and transfer, To promote information for work organisation, employees section etc.</td>
</tr>
<tr>
<td>Your Answer</td>
<td>To promote accurate consideration of all employees for advancement and transfer, To promote information for work organisation, employees section etc., To ensure that like wages are paid to all qualified employees on unlike work.</td>
</tr>
</tbody>
</table>

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Women employees presently restrict / limit their career to selected jobs &amp; organisations. But, they will soon be ready to take up all types of jobs in different types of organisations. This phenomenon is known as -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Dual career group</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td></td>
</tr>
<tr>
<td>Whose development plays an integral part in a Company today.</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Employee</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td></td>
</tr>
<tr>
<td>Employee</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td>What are the causes for unsound functioning of Indian Trade unions?</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td>Multiple unions, Category wise unions, Intra &amp; inter union rivalry</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td>Multiple unions, Category wise unions, Intra &amp; inter union rivalry</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td>What are the published literature of the company which help in assessing the strengths and weakness of HRD</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td>Manual reports, Marked Handouts, Personal Manual</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td>Manual reports, Marked Handouts, Personal Manual</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td>Majority of the disputes in industries are related to the problem of wages, salaries &amp; benefits</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td>The ________ are mostly for the employees of the marketing department</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td>Commissions</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td>Commissions</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td>A major reason for resistance to re-engineering is a challenge to the existing ________</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td>hierarchy</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td>hierarchy</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Question</td>
</tr>
<tr>
<td>-----------</td>
</tr>
<tr>
<td>Correct Answer</td>
</tr>
<tr>
<td>Your Answer</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What were the elements of the liberalization Movement?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Abolishment of licensing, MRTP limit, Foreign Investment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Abolishment of licensing, MRTP limit, Open economy</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various steps considered under Factor comparision system:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>For the period of the lay off up to a maximum of ________ workmen will be paid compensation equal to half their basic pay &amp; D.A.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>45 days</td>
</tr>
<tr>
<td>Your Answer</td>
<td>45 days</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The individual with a deep speed insight will not go quickly to the least of a problem.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD means competence building, commitment building, and ________ building.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>culture</td>
</tr>
<tr>
<td>Your Answer</td>
<td>culture</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the technique used by the point system and factor comparison system to list the job.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Quantitative</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

**Question**  Name the bank which was one of the earliest organisations in India to try Sensitivity training based interventions in the 60's:

**Correct Answer**  State Bank of India

**Your Answer**  State Bank of India

**Multiple Choice Single Answer**

**Question**  What is one of the major reasons for a perceived rise in number of moon-lights in the coming future?

**Correct Answer**  Change in values & expectations.

**Your Answer**  Change in values & expectations.

**True/False**

**Question**  Objective of performance appraisal system is to identify the developmental needs of each employee.

**Correct Answer**  True

**Your Answer**  True

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group goals Vs. Organisational goals</td>
<td>Course organisational Politics</td>
<td>Course organisational Politics</td>
</tr>
<tr>
<td>Better decisions about people based on improved information system</td>
<td>HRA benefits</td>
<td>HRA benefits</td>
</tr>
<tr>
<td>Standard cost method value of human resources for accounting purposes</td>
<td>value of human resources for accounting purposes</td>
<td>value of human resources for accounting purposes</td>
</tr>
<tr>
<td>It is &quot;endemic to every organisation regardless of size, function or character of ownership&quot;</td>
<td>Organisational politidering</td>
<td>Organisational politidering</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question**  Which practices are service related and human resources related?

**Correct Answer**  Organisational

**Your Answer**  Organisational

**Multiple Choice Multiple Answer**
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How would the representative of consumer association be able to make a</td>
<td>by participating in collective bargaining, to demands good supply of quality</td>
<td>by participating in collective bargaining, to demands good supply of quality</td>
</tr>
<tr>
<td>difference in the consumerism movement</td>
<td>goods at fair practices, to demands good supply of quality goods at fair</td>
<td>goods at fair practices, to demands good supply of quality goods at fair</td>
</tr>
<tr>
<td></td>
<td>prices</td>
<td>prices</td>
</tr>
<tr>
<td>Proper implementation and support of all management levels are not very</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>crucial for the success of HRD audit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>__________ assignment can also be recommended for career development.</td>
<td>Rotational</td>
<td>Rotational</td>
</tr>
<tr>
<td>What are the areas where the auditors should physically visit the workplace?</td>
<td>Canteens, Living colony, Training rooms</td>
<td>Canteens, Living colony, Training rooms</td>
</tr>
<tr>
<td>When effort to earn additional income through a second job does not bear</td>
<td>Blue Moon lighting</td>
<td>Blue Moon lighting</td>
</tr>
<tr>
<td>result may be called as -</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Succession planning is done in three time frames, those are-</td>
<td>Immediate, Intermediate, Long range</td>
<td>Immediate, Intermediate, Long range</td>
</tr>
<tr>
<td>An employee who is categorised as Dead wood is one who has absolutely</td>
<td></td>
<td></td>
</tr>
<tr>
<td>no potential for growth &amp; should be included in a rationalization programme.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td>Recruitment</td>
<td>Recruitment</td>
</tr>
<tr>
<td>The process of analysing jobs from which job descriptions are developed are called ______.</td>
<td>Job Analysis</td>
<td>Job Evaluation</td>
</tr>
<tr>
<td>Name the two factors which lead people to work:</td>
<td>Economic, Motivation</td>
<td>Economic, Motivation</td>
</tr>
<tr>
<td>Motorola developed an index, Individual Dignity Entitlement based on following questions:</td>
<td>Do you have a substantive job that contributes to the success of Motorola? , Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful?</td>
<td>Do you have a career plan and is it exciting, achievable and being acted on? , Do you have on-the-job behaviours and the knowledge base to be successful? , Do you have internal operational measures?</td>
</tr>
<tr>
<td>The benefit of job evaluation is that it lays down the foundation for a rational wage structure</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>Why was workers participation in management initiated?</td>
<td>to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace</td>
<td></td>
</tr>
</tbody>
</table>
Your Answer | to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace
---|---

### Multiple Choice Single Answer

**Question**: Which system emphasize a lot on the need to motivate people

**Correct Answer**: Human Resource Development

**Your Answer**: Human Resource Development

### Select The Blank

**Question**: Financial difficulties, accumulation of stock, expiry of license or lease & exhaustion of natural resources are not considered valid reasons for closure as there are ________

**Correct Answer**: avoidable circumstances

**Your Answer**: avoidable circumstances

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arthur</td>
<td>He studied the impact of two different management approaches on the productivity of steel mills.</td>
<td>He studied the impact of two different management approaches on the productivity of steel mills.</td>
</tr>
<tr>
<td>Macduffie</td>
<td>He studied 70 automobile plants representing 24 companies from 17 different countries.</td>
<td>He studied 70 automobile plants representing 24 companies from 17 different countries.</td>
</tr>
<tr>
<td>Huselied</td>
<td>He used 2 scales- one to measure employee skills and the second to measure employee motivation.</td>
<td>He studied 80 automobile plants representing 24 companies from 18 different countries.</td>
</tr>
<tr>
<td>Welbourne and Andrews</td>
<td>He studied the survival rate of 136 non-financial companies.</td>
<td>He used 2 scales- one to measure employee skills and the second to measure employee motivation.</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**: In a re-engineering programme, when a process changes so does the ________ of the concerned employee.

**Correct Answer**: job profile

**Your Answer**: job profile

### Select The Blank

**Question**: The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which
would be contributed from budgetary support

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Rs. 2000 crores</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Rs. 2000 crores</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**
What are the uses of the 'Balanced Score Card' as a strategic management system?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>It is used to clarify &amp; translate vision &amp; strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>It is used to clarify &amp; translate vision &amp; strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**
A strategy based on superior service is very powerful as the ________ is high

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>value added</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>competitiveness</td>
</tr>
</tbody>
</table>

### True/False

**Question**
Performance development plan is set for the employee by his immediate boss.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### True/False

**Question**
The human resource department should move out from routine transactional activities and let IT take care of their activities.

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>True</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

### Select The Blank

**Question**
The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Career Progression</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>Career Progression</td>
</tr>
</tbody>
</table>
Multiple Choice Single Answer
   Question After which stage many good organisation in India have entered a competitive phase
   Correct Answer Liberalisation
   Your Answer Globalisation

Multiple Choice Single Answer
   Question What form of resource allocation unit was originally created to impart training retain workes through skill upgradation & prevention of redundancy due to the technology gap?
   Correct Answer National Renewal Fund
   Your Answer HRD

Multiple Choice Multiple Answer
   Question What are the general characteristics of a Technical - functional competence?
   Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
   Your Answer Primary interest in functional work, Such individuals start a new business, less for making money than for creating product that could be identified as theirs, They would like to remain expert rather than become general managers

Multiple Choice Multiple Answer
   Question What are the uses of the ‘Balanced Score Card’ as a strategic management system?
   Correct Answer It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.
   Your Answer It is used as a management tool, It is used as a integrative framework tool, It is used to enhance strategic feedback and learning curves.

Multiple Choice Multiple Answer
   Question What are aims & objectives of HRA?
   Correct Answer Increase manarginal awarness of human resourcess, Developing new meaure of effective manpower utilzation, Enabling a longer time horizon for planning & budgeting.
   Your Answer Increase manarginal awarness of human resourcess, Developing new meaure of effective manpower utilzation, To act as a objective measure for rationalization programmes.

True/False
HRM1

Question The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
Correct Answer True
Your Answer True

Multiple Choice Single Answer

Question In an emerging scenario, necessitating speed, flexibility, quality and willing ability to change, what sort of role does human resource personnel critically need to take on?
Correct Answer As strategic business partner
Your Answer As strategic business partner

Select The Blank

Question ________ leads to conflict between various departments is a functional organisation
Correct Answer The lack of appreciation for the constraints of other department
Your Answer High degree of autonomy

Multiple Choice Single Answer

Question What forms the last phase of the 360-degree feedback exercise
Correct Answer Individual counselling
Your Answer Leadership counselling

Match The Following

Question
Correct Answer  Your Answer
Effective leadership Excellent relationship skills. The ability to reformulate an apparently complicated problem into workable units.
Analytical power The ability to reformulate an apparently complicated problem into workable units. Excellent analytical skills.
Creative Imagination This requires vision to provide alternatives on which future can be based. This requires vision to provide alternatives on which future can be based.
Sense of reality The person will be able to maintain objective approach to situation in which own personal involvement is considerable. The person will be able to maintain objective approach to situation in which own personal involvement is considerable.

Multiple Choice Multiple Answer

Question The budget of Feb 1997 presented by Finance minister Mr. P. Chidambaram showed a spirit of optimism & growth. What were its components
Correct Answer significantly reduced taxes, nationalized excise rates,
encouragement for investment in infrastructure

Your Answer significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure

Multiple Choice Multiple Answer
Question Name the various Organisational effectiveness dimensions.
Correct Answer Higher productivity, Cost reduction, More profit
Your Answer Higher productivity, Cost reduction, More profit

Multiple Choice Single Answer
Question What was the key essential objective of the changed economic policy at the global level
Correct Answer to integrate the Indian economy with the world economy.
Your Answer to envisage a decontrolled business environment where free market forces would be given more freedom to operate

Multiple Choice Multiple Answer
Question Name the data required by Manpower planning from the external environment:
Correct Answer Technology, Govt. Policies & regulations, Composition of work force
Your Answer Technology, Govt. Policies & regulations, Composition of work force

Multiple Choice Multiple Answer
Question How would the representative of consumer association be able to make a difference in the consumerism movement
Correct Answer by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices
Your Answer by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices

True/False
Question Under point method, common factors to all the jobs are identified.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer Religious
Your Answer Political
Multiple Choice Single Answer
Question Accounting is a management science group, what are the managers perceived as.
Correct Answer Decision-maker
Your Answer Leadership-maker

Multiple Choice Single Answer
Question What is concerned with developing a pool of candidates in line with the human resources plan.
Correct Answer Recruitment
Your Answer Training

Select The Blank
Question Good relationships ideally does not mean a "goodie goodie" relationship, it should be based on mutual respect & should be ________
Correct Answer Functional & objective
Your Answer Constructive

Multiple Choice Multiple Answer
Question Leadership is difficult to define but easy to appreciate. Name some of the leadership qualities.
Correct Answer Personal Integrity, Technical ability, Motivator
Your Answer Personal Integrity, Technical ability, Motivator, Handle personal relations

Multiple Choice Single Answer
Question Five main phases make up the process of the feedback exercise, name the PHASE 4-
Correct Answer Data feeding Reports & Analysis
Your Answer Questionnaire distribution

Multiple Choice Multiple Answer
Question Name the steps that develop strategic framework for HRD
Correct Answer Realistic employee development, Measurable employee development, Well costed employee development
Your Answer Realistic employee development, Measurable employee development

Select The Blank
Question The whole process of conducting a 360-Degree Feedback process in any Organisation could last about ________
Correct Answer One & half to about 3 months
Your Answer Two & half to about 4 months
Select The Blank

Question A major reason for resistance to re-engineering is a challenge to the existing ________.
Correct Answer hierarchy
Your Answer systems

True/False

Question Representatives of the consumers association besides the representatives of employees & employers have to participate in the meeting of collective bargaining
Correct Answer True
Your Answer True

Match The Following

Question Correct Answer Your Answer
Major sources of recruitment in private sector. Employee recommendations and advertisement. Employee recommendations and advertisement.
SANDOZ INDIA LTD. Internal Advertising is restored for all vacancies. Vacancy is filled in by promoting the employees seniority, merits.
NATIONAL MACHINERY manufacturers ltd. Vacancy is filled in by promoting the employees seniority, merits. Present employees are also good sources of suggestions for job application.
Major sources of recruitment in public sector. Scheduled tribes and scheduled castes & employee recommendations. Selection is done on basis of merit.

Select The Blank

Question In one organisation the joke making rounds was that managers came in vertically and went out ________
Correct Answer Horizontally
Your Answer Horizontally

Multiple Choice Single Answer

Question What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?
Correct Answer Flexi work
Your Answer Flexischedule

Select The Blank

Question The ________ management of the organisation is committed
to develop the competencies of employees on a continuous basis
Correct Answer: Top
Your Answer: Top

Multiple Choice Multiple Answer
Question: Some problems are inherent in the performance Appraisal System, they are –
Correct Answer: Discrimination, First impression, Central tendency
Your Answer: Discrimination, First impression, Central tendency

Select The Blank
Question: The link between sense of reality and ________ is important for proper understanding of the definition of sense of reality
Correct Answer: imagination
Your Answer: imagination

Multiple Choice Single Answer
Question: Which kind of literature identifies a number of systems & subsystems?
Correct Answer: HRD
Your Answer: HRM

Select The Blank
Question: One of the feature HRD goals are, ________ is a perishable commodity
Correct Answer: Labour
Your Answer: Management

True/False
Question: The reviewer has the prime role of recording major appraisal details.
Correct Answer: False
Your Answer: False

Select The Blank
Question: In no phase of business life is ________ as important as in making promotion decisions.
Correct Answer: Integrity
Your Answer: Integrity

True/False
Question: HRD audit can also be used against the HRD department
Correct Answer: True
Your Answer: True
True/False  
Question  Potential refers to the likelihood of the job holder making a future contribution to the employing organisation.  
Correct Answer  True  
Your Answer  True  

Multiple Choice  Multiple Answer  
Question  Name the internal operational measures dealing with how well HR practices are designed and delivered:  
Correct Answer  Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.  
Your Answer  Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.  

Multiple Choice  Multiple Answer  
Question  The traditional methods of performance appraisal lay emphasis on the ratings of individual’s personality traits such as:  
Correct Answer  Initiative, Drive, Creativity  
Your Answer  Initiative, Drive, Creativity, Response  

Multiple Choice  Single Answer  
Question  One of the importance of HRD is  
Correct Answer  Role clarity  
Your Answer  Role clarity  

True/False  
Question  Objective of performance appraisal system is to identify the developmental needs of each employee.  
Correct Answer  True  
Your Answer  True  

Select The Blank  
Question  Generally, training need identification forms a part of  
Correct Answer  Management Appraisal System  
Your Answer  Management Appraisal System  

Multiple Choice  Single Answer  
Question  Which system emphasis a lot on the need to motivate people  
Correct Answer  Human Resource Development  
Your Answer  Human Resource Development  

True/False  
Question  Depending on the career path model of managers, some  

specialised training inputs are given at pre-determined times to make him more handling the new higher assignment

Correct Answer: True
Your Answer: True

True/False
Question: The main focus of attention today is the employee.
Correct Answer: False
Your Answer: True

Multiple Choice Multiple Answer
Question: Why do most companies want HRD audit?
Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification
Your Answer: To make HR function business-driven, For growth & diversification, Satisfaction with a particular component
# LIST OF ATTEMPTED QUESTIONS AND ANSWERS

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organisations should pay for the value of the job but not for the</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>value of the person.</td>
<td></td>
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</table>

## Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>While Trade Unions have their own approach to the problem; what is the</td>
<td>It's own approach to problem solving technique</td>
<td>To act as a liaison between the problem &amp; union</td>
</tr>
<tr>
<td>role played by management in fostering a close understanding between</td>
<td></td>
<td></td>
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<tr>
<td>each other?</td>
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## Multiple Choice Single Answer

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## True/False

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<th>Correct Answer</th>
<th>Your Answer</th>
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<tbody>
<tr>
<td>Counselling involves a one to one discussion between the participant</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>and administrator.</td>
<td></td>
<td></td>
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## Select The Blank

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<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>________ is indicated by work effort and it should be continuous.</td>
<td>Commitment</td>
<td>Commitment</td>
</tr>
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</table>

## True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establishment of trade unions by workers in small industries is not</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>common</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Select The Blank

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<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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</thead>
<tbody>
<tr>
<td>The job evaluation programme once installed must be continued on a</td>
<td>permanent</td>
<td></td>
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<tr>
<td>________ basis.</td>
<td></td>
<td></td>
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<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
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<tr>
<td>--------------------------------------</td>
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<td>----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Why was workers participation in management initiated?</td>
<td>to satisfy workers psychological needs, to develop a source of belongingness, to establish industrial peace</td>
<td>to satisfy workers psychological needs, to battle the mounting problems of worker, to establish industrial peace</td>
</tr>
<tr>
<td>Whose study provides that one create appropriate HRD climate only through good practices.</td>
<td>Abraham</td>
<td>Abraham</td>
</tr>
<tr>
<td>The ________ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</td>
<td>National Renewal Grant Fund</td>
<td>National Renewal Grant Fund</td>
</tr>
<tr>
<td>If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</td>
<td>False</td>
<td>False</td>
</tr>
<tr>
<td>While planning for surplus, the following are the options:</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
</tr>
<tr>
<td>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?</td>
<td>Moon-lighting</td>
<td>Moon-lighting</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Which system emphasis a lot on the need to motivate people</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Human Resource Development</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>According to Lahiry what is the simple act of comparison &amp; learning for organisational improvement?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Benchmarking</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Benchmarking</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The human resource department should move out from routine transactional activities and let IT take care of their activities.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Some problems are inherent in the performance Appraisal System, they are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Discrimination, First impression, Central tendency</td>
</tr>
<tr>
<td>Your Answer</td>
<td>First impression, Central tendency, Discrimination</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>________ assignment can also be recommended for career development.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rotational</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Rotational</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>According to shroff (1995) the government needs to focus on three areas which are likely to impede the effective implementation of the economic policy, they are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication &amp;</td>
</tr>
</tbody>
</table>

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**2nd Sem – HR Management**

3
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Recruitment</th>
</tr>
</thead>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>False</th>
</tr>
</thead>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</th>
</tr>
</thead>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Strategy</th>
</tr>
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</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Decreasing purchasing power</th>
</tr>
</thead>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>0.5</th>
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</table>
### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>How would the representative of consumer association be able to make a difference in the consumerism movement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices</td>
</tr>
<tr>
<td>Your Answer</td>
<td>by participating in collective bargaining, to holds rallies bandhs &amp; morchas against in fairs consumer practices, to demands good supply of quality goods at fairs prices</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Skill, Efforts, Accountability</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Skill, Efforts</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Trade union is a group of two people who come to strengthen their bargaining position.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the process of 360 degree appraisal which can be broken into three stages or levels -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Planning, Implementation, Result</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Planning, Implementation, Result</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the method where common factors to all the jobs are identified.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Point</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Point</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the system which is simple, less expensive &amp; less time consuming.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Ranking</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Grading</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Federations may invite the management’s representatives to participate in working committee meetings. Who would the unions at Plant level / Shop level essentially invite?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Representatives from line &amp; personnel department.</td>
</tr>
</tbody>
</table>
Your Answer | Representatives from line & personnel department.
---|---
**Multiple Choice Single Answer**
| Question | Which kind of literature identifies a number of systems & subsystems? |
| Correct Answer | HRD |
| Your Answer | HR |

**Select The Blank**
| Question | ______ means every employee is an active participant in goal attainment. |
| Correct Answer | Employee involvement |
| Your Answer | Employee empowerment |

**Multiple Choice Multiple Answer**
| Question | The budget of Feb 1997 presented by Finance minister Mr. P. Chidambaram showed a spirit of optimism & growth. What were its components |
| Correct Answer | significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure |
| Your Answer | significantly reduced taxes, nationalized excise rates, encouragement for investment in infrastructure |

**Multiple Choice Multiple Answer**
| Question | Mention the objective of the potential appraisal. |
| Correct Answer | To assess an individual in terms of the highest level of work, To assist the organisation in discharging its responsibility of selecting managers. |
| Your Answer | To assess an individual in terms of the highest level of work, To assist the organisation in discharging its responsibility of selecting managers. |

**Multiple Choice Single Answer**
| Question | The differences in which kind of faiths among the people is hurdle in the HRD |
| Correct Answer | Religious |
| Your Answer | Religious |

**Multiple Choice Multiple Answer**
| Question | Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita's Systems of benchmarking? |
| Correct Answer | Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system |
| Your Answer | Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system |

**Multiple Choice Single Answer**
| Question | Why is it found that federations & Unions constitute an important |
& crucial wing of an organisation?

Correct Answer: If mismanaged they affect industrial peace

Your Answer: If mismanaged they affect industrial peace

Multiple Choice Single Answer

Question: What is it that can be defined as a written record of the duties, responsibilities and conditions of job.

Correct Answer: Job discription

Your Answer: Job discription

Match The Following

<table>
<thead>
<tr>
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<th>Your Answer</th>
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<tbody>
<tr>
<td>Limitation of manpower planning.</td>
<td>Inaccuracy.</td>
<td>Inaccuracy.</td>
</tr>
<tr>
<td>Manpower planning method.</td>
<td>Long range estimates of vacancies.</td>
<td>Long range estimates of vacancies.</td>
</tr>
<tr>
<td>Step involved in manpower planning</td>
<td>Selecting adequate source of recruitment.</td>
<td>Selecting adequate source of recruitment.</td>
</tr>
<tr>
<td>Name the three types of forecast</td>
<td>Economic, employee market, co's sales expansion forecasts.</td>
<td>Long, short and medium forecasts.</td>
</tr>
</tbody>
</table>

Select The Blank

Question: Employer has to pay _______ of the basic wages to the employees during the lay off period

Correct Answer: 0.5

Your Answer: 0.5

Select The Blank

Question: Section _______ of the Industrial Disputes Act 1947, states that an employer should only retrench employees who have been most recently hired.

Correct Answer: 25-G

Your Answer: 25-G

Multiple Choice Multiple Answer

Question: Name the steps that develop strategic framework for HRD

Correct Answer: Realistic employee development, Measurable employee development, Well costed employee development

Your Answer: Realistic employee development, Measurable employee development, Well costed employee development
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<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
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<td><strong>Your Answer</strong></td>
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<tr>
<th>Multiple Choice Single Answer</th>
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<tr>
<td><strong>Question</strong></td>
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<td><strong>Your Answer</strong></td>
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<tr>
<td>Question</td>
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<td>Your Answer</td>
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<tbody>
<tr>
<td>Question</td>
<td>Most HR audit are due to failures of ________ .</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Implementation</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Implementation</td>
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<thead>
<tr>
<th>True/False</th>
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</thead>
<tbody>
<tr>
<td>Question</td>
<td>Successful HR departments will focus on motivational performance .</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Question</td>
<td>Under the balanced score card approach the expectation of three shareholders</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Question</td>
<td>Generally, training need identification forms a part of ________.</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Management Appraisal System</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Management Development Committee.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Question</td>
<td>Performance counselling should not give a chance in discussion like -</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Increments , Salaries , Rewards</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Increments , Salaries , Rewards</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Question</td>
<td>Five main phases make up the process of the feedback exercise, name the PHASE 4-</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Data feeding Reports &amp; Analysis</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**
In the career development cycle, which stage ideally starts when a new employee joins an organisation and finds a big gap between what the ideal organisation should be and what it is?

**Correct Answer**
Exporatory stage

**Your Answer**
Exporatory stage

---

### Multiple Choice Multiple Answer

**Question**
Under the workshop methodology, a series of diagnostic exercises through question are taken, these are:

**Correct Answer**
- How would you critically evaluate the job rotation in your company?
- What are the three good things in your performance appraisal systems?
- What are the strengths & weaknesses of your training policies & practice?

**Your Answer**
- How would you critically evaluate the job rotation in your company?
- What are the three good things in your performance appraisal systems?
- What are the strengths & weaknesses of your training policies & practice?

---

### Multiple Choice Single Answer

**Question**
Name the recruitment process which is said to be a costly affair

**Correct Answer**
External

**Your Answer**
External

---

### True/False

**Question**
As per the Human Development balance sheet, 1997, 45 million children were out of primary school in 1995

**Correct Answer**
True

**Your Answer**
True

---

### True/False

**Question**
Eight members is considered to be the norm as to the no. of members constituting a QC-

**Correct Answer**
True

**Your Answer**
True

---

### Multiple Choice Single Answer

**Question**
In the stage of career development cycle which out of the following approach should be adopted to bridge the gap?
Alternatives for the training should include a -

**Correct Answer**
"Swim or Sink approach"

**Your Answer**
"Swim or Sink approach"

---

### Multiple Choice Single Answer

**Question**
At a certain stage the upward mobility stops for many employees. This is inescapable in view of pyramid organisation structure. This phenomenon is called:

---
Correct Answer: Plateauing  
Your Answer: Plateauing

**Multiple Choice Single Answer**

**Question:** What form of resource allocation unit was originally created to impart training retain workers through skill upgradation & prevention of redundancy due to the technology gap?

**Correct Answer:** National Renewal Fund  
**Your Answer:** National Renewal Fund

**True/False**

**Question:** Proper implementation and support of all management levels are not very crucial for the success of HRD audit

**Correct Answer:** False  
**Your Answer:** False

**Select The Blank**

**Question:** In ________ company, there is no sophisticated or detailed manpower planning done covering the current and future needs of the entire organisation.

**Correct Answer:** LARSEN & TUBRO LTD.  
**Your Answer:** LARSEN & TUBRO LTD.

**Multiple Choice Single Answer**

**Question:** Federations may invite the management’s representatives to participate in working committee meetings. Who would the unions at the department / divisional level invite to attend such meetings?

**Correct Answer:** Divisional / departmental manager & personnel manager.  
**Your Answer:** Representatives from line & personnel departments.

**Select The Blank**

**Question:** People take ________ supportively and use it for development.

**Correct Answer:** Feedback  
**Your Answer:** Feedback

**Multiple Choice Multiple Answer**

**Question:** Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in.-

**Correct Answer:** Supportive atmosphere, Empathetic atmosphere, Setting goals  
**Your Answer:** Supportive atmosphere, Empathetic atmosphere, Setting goals
### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The data obtained through job analysis are recorded on what is known as job analysis sheet.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the technique used by the point system and factor comparison system to list the job.</td>
<td>Quantitative</td>
<td>Quantitative</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under the ‘Point rating system’ name the important steps mentioned:</td>
<td>Construction of the yardsticks, Wage survey, Designing wage structure.</td>
<td>Construction of the yardsticks, Wage survey, Designing wage structure.</td>
</tr>
</tbody>
</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job knowledge defined in Appraisal form</td>
<td>Ability to consider the extent and depth of demonstrated technical and professional competence.</td>
<td>Ability to consider the extent and depth of demonstrated technical and professional competence.</td>
</tr>
<tr>
<td>Decision - making defined in the appraisal form</td>
<td>Ability to analyse relevant facts, evaluate various alternatives.</td>
<td>Ability to analyse relevant facts, evaluate various alternatives.</td>
</tr>
<tr>
<td>Communicating defined in the appraisal form</td>
<td>Ability to consider clarity and precision of verbal and written expression of ideas and feelings.</td>
<td>Ability to marshal and analyse relevant data anticipate eventualities.</td>
</tr>
</tbody>
</table>

### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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<tbody>
<tr>
<td>The HRD programmes fail due to poverty, social injustice.</td>
<td>True</td>
<td>True</td>
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</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
<td>Selection of the right people, Good performance appraisal system, Training to managers</td>
</tr>
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</table>
### True/False

<table>
<thead>
<tr>
<th>Question</th>
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<th>Your Answer</th>
</tr>
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<tbody>
<tr>
<td>It is very easy to write grade description, as the number of jobs increases.</td>
<td>False</td>
<td>False</td>
</tr>
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</table>

### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the general principle (as per P.A.S policy of premier) of Assessment Routes?</td>
<td>2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st assessor</td>
<td>1st Assessor-immediate superior, 2nd Assessor HR manager</td>
</tr>
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### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
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<tbody>
<tr>
<td>HRD audit is a comprehensive evaluation of the current HRD strategies, structures etc.</td>
<td>True</td>
<td>True</td>
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</table>

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
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<tbody>
<tr>
<td>Arthur</td>
<td>He studied the impact of two different management approaches on the productivity of steel mills.</td>
<td>He studied the impact of two different management approaches on the productivity of steel mills.</td>
</tr>
<tr>
<td>Macduffie</td>
<td>He studied 70 automobile plants representing 24 companies from 17 different countries.</td>
<td>He studied 70 automobile plants representing 24 companies from 17 different countries.</td>
</tr>
<tr>
<td>Huselied</td>
<td>He used 2 scales- one to measure employee skills and the second to measure employee motivation.</td>
<td>He used 2 scales- one to measure employee skills and the second to measure employee motivation.</td>
</tr>
<tr>
<td>Welbourne and Andrews</td>
<td>He studied the survival rate of 136 non-financial companies.</td>
<td>He studied the survival rate of 136 non-financial companies.</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the three phases of recruitment process:</td>
<td>Planning, Implementing, Evaluating</td>
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### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
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<tbody>
<tr>
<td>Human resource management is responsible for getting the best people, training and providing mechanism.</td>
<td>True</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
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<td>-------------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Name the two chairman of Hindustan Lever who both followed the pattern of nurturing and handling over to competent successors from within.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Vasant, T. Thomas</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Vasant, T. Thomas</td>
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<table>
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<th><strong>Multiple Choice Single Answer</strong></th>
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<tr>
<td><strong>Question</strong></td>
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<tr>
<td><strong>Correct Answer</strong></td>
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<td><strong>Your Answer</strong></td>
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<th><strong>True/False</strong></th>
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<tr>
<td><strong>Question</strong></td>
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<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
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</tbody>
</table>
Correct Answer | Canteens, Living colony, Training rooms  
---|---  
Your Answer | Canteens, Living colony, Training rooms  

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Your Answer</th>
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<td>90</td>
<td>90</td>
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**Select The Blank**

**Question**
For closure government permission is required at least ________ days before the intended closure

**Correct Answer**
90

**Your Answer**
90
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

True/False
Question The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Which kind of literature identifies a number of systems & subsystems?
Correct Answer HRD
Your Answer HRD

Select The Blank
Question A fee market economy demands a transparent set of laws and ______ somethething that the archaic Indian judicial system is ill-equipped to cope with.
Correct Answer quick disposal of litigation
Your Answer a set of social security legislation

Multiple Choice Multiple Answer
Question Essentials of effective QC's :
Correct Answer Prompt approval, Regular communication, Unconditional support
Your Answer Prompt approval, Regular communication, Unconditional support

Multiple Choice Multiple Answer
Question It is said that versality will be the key factor in determining employee value with following factors:
Correct Answer Technology, Leadership, Motivation
Your Answer Technology, Leadership, Motivation

True/False
Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer True

Select The Blank
Question Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however, valid only for payouts of upto ________
Correct Answer Rs. 5 lakh
Your Answer Rs. 5 lakh

Multiple Choice Multiple Answer
Question Some questions that every corporation needs to address are as follows:-
Correct Answer: How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant
Your Answer: How well are HR practices linked to business goals, Are good HR practices & HRD systems & processed being designed, Are the systems internally sound consistent & relevant

True/False
Question: If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.
Correct Answer: False
Your Answer: True

Multiple Choice Single Answer
Question: What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?
Correct Answer: Flexi work
Your Answer: Flexitime

True/False
Question: Through consumers participation in management, consumer will lose their rights through served technique
Correct Answer: False
Your Answer: False

Multiple Choice Multiple Answer
Question: Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in.-
Correct Answer: Supportive atmosphere, Empathetic atmosphere, Setting goals
Your Answer: Supportive atmosphere, Empathetic atmosphere, Setting goals

True/False
Question: Monitoring and Follow-up follows the distribution of questionnaires to all assessors.
Correct Answer: True
Your Answer: True

Select The Blank
Question: In a re-engineering programme, when a process changes so does the ________ of the concerned employee.
Correct Answer: job profile
Your Answer: job profile

Multiple Choice Single Answer
Question: Under the pre-Interview preparation it is useful to note the key points
Multiple Choice Single Answer
Question Which system emphasis a lot on the need to motivate people
Correct Answer Human Resourse Development
Your Answer Human Resourse Development

Select The Blank
Question The whole process of conducting a 360-Degree Feedback process in any Organisation could last about _______.
Correct Answer One & half to about 3 months
Your Answer One & half to about 3 months

Select The Blank
Question _________ is the example of the balanced score card applications in some companies.
Correct Answer AT & T
Your Answer AT & T

Select The Blank
Question A strong _________ can have a lasting effect and provide sustenance to an organisation.
Correct Answer Culture
Your Answer Vision

Multiple Choice Multiple Answer
Question Within the establishment stage of the career development cycle, what are very important occasions for a young employee?
Correct Answer The first promotion , Successfully completed assignment , The first performance appraisal
Your Answer The first promotion , Successfully completed assignment , The first performance appraisal

Select The Blank
Question _________ is known not to hold overly one-sided views.
Correct Answer Judgement
Your Answer Judgement

Select The Blank
Question _________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.
Correct Answer Rapport building
Your Answer Rapport building

Match The Following
<table>
<thead>
<tr>
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<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group goals Vs. Organisational goals</td>
<td>Course organisational Politics</td>
<td>Course organisational Politics</td>
</tr>
<tr>
<td>Better decisions about people based on improved information system</td>
<td>HRA benefits</td>
<td>HRA benefits</td>
</tr>
<tr>
<td>Standard cost method value of human resources for accounting purposes</td>
<td>value of human resources for accounting purposes</td>
<td></td>
</tr>
<tr>
<td>It is &quot;endemic to every organisation regardless of size, function or character of ownership&quot;</td>
<td>Organisational politidering</td>
<td>HRA model</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

**Question** The Main contribution of HRD audit is to focus on

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Value-adding HRD</th>
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<tbody>
<tr>
<td>Your Answer</td>
<td>Value-function HRD</td>
</tr>
</tbody>
</table>

**Select The Blank**

**Question** The _______ provide resources to approved employment schemes in the organised & marginalised sectors

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Employment Generation Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>National Renewal Grant Fund</td>
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</tbody>
</table>

**Multiple Choice Single Answer**

**Question** Traditionally, human resources has been perceived as,

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>Bureacratic</th>
</tr>
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<tbody>
<tr>
<td>Your Answer</td>
<td>Lazziz-faire</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

**Question** How can the limitations/ misgivings of management participation in employees organisations be overcome ?

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept &amp; value in strengthening union functioning, minimising misunderstandings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept &amp; value in strengthening union functioning, minimising misunderstandings</td>
</tr>
</tbody>
</table>

**Select The Blank**

**Question** Federation & union at all levels are managed on the lines of management of _______

<table>
<thead>
<tr>
<th>Correct Answer</th>
<th>A political body</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your Answer</td>
<td>A social organisation</td>
</tr>
</tbody>
</table>
Multiple Choice Single Answer
Question HR managers to guarantee their viability need to think themselves as -
Correct Answer Strategic partners
Your Answer Strategic partners

Multiple Choice Multiple Answer
Question What are the general characteristics of a Technical - functional competence?
Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
Your Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants

Multiple Choice Single Answer
Question Which practices are service related and human resources related?
Correct Answer Organisational
Your Answer Organisational

True/False
Question Organizations gear most of their management succession activities to the immediate past.
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question Name the three performance counselling phase.-
Correct Answer Rapport building, Exploration, Action Planning
Your Answer Rapport building, Exploration, Action Planning

Select The Blank
Question In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance &
Correct Answer Development needs for growth
Your Answer Development needs for growth

True/False
Question HRD should be series of adhoc decisions and practices.
Correct Answer False
Your Answer False

True/False
Question: Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.
Correct Answer: True
Your Answer: True

Multiple Choice Single Answer
Question: In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -
Correct Answer: "Swim or Sink approach"
Your Answer: Job rotation

Multiple Choice Multiple Answer
Question: In an interview Method of Training Need identification, what do the Questions asked need to outline?
Correct Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.
Your Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.

Multiple Choice Single Answer
Question: Accounting is a management science group, what are the managers perceived as,
Correct Answer: Decision-maker
Your Answer: Decision-maker

Match The Following
Continued self development A leadership quality A leadership quality
"Working on your liabilities" Life long mission Life long mission
Assignment to some important task force or committee Offsetting Plateauing effect Officiating Assignment
Need-opportunity Alignment Crucial role played by HRD Success formula

Multiple Choice Multiple Answer
Question: Name the internal operational measures dealing with how well HR practices are designed and delivered:
Correct Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.
Your Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

Multiple Choice Multiple Answer
Question: Under HRD, name the factors that act as motivating forces
Correct Answer: Job enrichment, Informal organisation, Participative management
Your Answer: Job enrichment, Informal organisation, Participative management

True/False
Question: The reviewer has the prime role of recording major appraisal details.
Correct Answer: False
Your Answer: False

True/False
Question: Trade union is a group of two people who come to strengthen their bargaining position.
Correct Answer: False
Your Answer: True

Multiple Choice Multiple Answer
Question: Membership of the nation wide consumer councils (as formed by the Government) would comprise representative of
Correct Answer: various ministeries, manufactures of commerce, cost account & Consumer
Your Answer: employess organisations, manufactures of commerce, cost account & Consumer

Multiple Choice Single Answer
Question: Participation of management representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties -
Correct Answer: To exchange their contradictory views
Your Answer: To exchange their contradictory views

Multiple Choice Single Answer
Question: What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?
Correct Answer: Disharmony in individual & organisational goal balance.
Your Answer: Disharmony in individual & organisational goal balance.
## Chapter 1 Nature & scope of Human Resource Development

1. M.M.Khan
2. Prof Len Nadler
3. Schlem
4. Nature & Scope of HRD
5. Importance of HRD
6. HRD in India
7. Problems related to HRD Practices
8. Organisation Problems
9. General Problem
10. Suggestions to overcome the HRD problem in India
11. Suggestions to overcome the HRD problem in India
12. General Measures
13. Human Resource Management (HRM)
14. Scope/Areas of HRM/Goals of HRM
15. Role / functions of HRM
16. Benchmarks or principles of HRM
17. Human Resource Planning
18. Leap and Crine
19. De Cenzo and robbins
20. Stoner and freeman
21. HRP Procedures and aspects
22. Need and importance of HRP
23. Factors affecting HRP
24. Limitation of HRP
25. Job Analysis /Role Analysis
26. Edwin B Flppe
27. David Decenzo and stephen robbins
28. Job analysis process / Components of Job Analysis
29. Job Description
30. Job Specification
31. uses of Job Analysis
32. Method of Job Analysis

## Chapter 2 New Economic policy and Human Resource Management

1. Programme of economic liberalisation
2. New economic policy
3. pre-reform scenario
4. Reform process and imperatives
5. NICCO
6. reflections on the reform package
7. Liberalized india
8. Labour issue
9. Poverty
10. subsudes
11. implications for human resource management

## Chapter 3 Managing change through continuous improvement

1. Challenge for the human resource manager
2. organizations responding to change
3. New Environment
4 Effect of competition on HRM
5 benchmarking
6 benchmarking for competitive advantage
7 Ohinata 1994
8 benchmarking human resource policies and practices
9 action steps for effective benchmarking
10 business process reengineering
11 action steps of re-engineering
12 Urgency motivation
13 human resource accounting
14 human resource audit

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2 Ron callard and gill sivyer
3 Features of TQM
4 Tenets of TQM
5 Dr. Joseph juran
6 Dr. W. Edwards demin
7 Philip B. Crosby
8 Elements of TQM
9 Implementation of TQM
10 Concept of TQM
11 Need Advantage and importance of TQM
12 Pitfalls in implementation of TQM
13 Quality
14 Dimensions of Quality
15 Quality circles (QC's)
16 Philip thomson
17 characteristics of quality circles
18 Process of quality circles
19 Benefits of quality circles
20 pitfalls of QC's
21 Essentials of effective QC's
22 Quality control
23 objective of quality control
24 quality audit for QC
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26 inspection
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28 sprigel and lansburgh
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14 overall assessmnt  82
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2. Trainer or facilitator
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9. Company
10. Constitution of the committee
11. Supportive corporate programs
12. Training need identification through survey
13. Classifying employee
14. Training efforts
15. Training methodologies
16. Evaluate the results of training
17. Support of line manager
18. Publicise and gain visibility
19. Goal of training

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1. Timeframe
2. Elements of succession planning
3. Promoting from within
4. Excellent succession plan
5. Unexpected succession
6. Doppelgangers phenomenon
7. Whose responsibility

### Chapter 10 Career Planning

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2. Career development cycle
3. Career need assessment
4. Career opportunities
5. Need opportunity alignment
6. Plateaued employees
7. Career models developed by a large public sector undertaking
8. Development grade
9. Officiating assignment
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18 effects
19 flexiwork
20 training and development
21 organisation educational institutes
22 management participation in employees organiztions
23 influence of employees organizations
24 need for participation
25 nature and extent of participanion
26 prerequisites for participation
27 parties to participation
28 contribution to trade union functioning
29 possible opposition
30 consumer participation in collective bargaining
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LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Select The Blank
Question ________ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category
Correct Answer 0.79
Your Answer 0.79

Multiple Choice Multiple Answer
Question What are the common job responsibilities of an executive?
Correct Answer Co-ordinate Training Programme, Keep cost within budget, Publish House Journal
Your Answer Co-ordinate Training Programme, Keep cost within budget, Publish House Journal

Multiple Choice Single Answer
Question What is it that some of the companies have borrowed from professionally managed Cos'?
Correct Answer HRD practices
Your Answer HRD practices

Multiple Choice Multiple Answer
Question What are aims & objectives of HRA?
Correct Answer Increase manarginal awareness of human resourcess, Developing new meaure of effective manpower utilization, Enabling a longer time horzon for planning & budgeting.
Your Answer Increase manarginal awareness of human resourcess, Developing new meaure of effective manpower utilization, Enabling a longer time horzon for planning & budgeting.

Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity
Your Answer Role clarity

Match The Following
Question Correct Answer Your Answer
Need for HRD Audit It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs. It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs.
Limitation of HRD Audit It does not give evaluation of individuals but focuses on unit and systems. It does not give evaluation of individuals but focuses on unit and systems.
Definition of HRD Audit It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company. It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company.
Role of HRD Audit in business improvement It helps in changes in the styles of the top management. It helps in changes in the styles of the top management.

True/False
Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty.
Correct Answer False
Your Answer False

True/False
Question HRD audit can also be used against the HRD department.
Correct Answer True
Your Answer True

True/False
Question Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment
Correct Answer True
Your Answer True

True/False
Question A leader who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Name the persons through which balanced score card Approach was popularised :
Correct Answer Kaplan & Norton
Your Answer Kaplan & Norton

Match The Following
Question Correct Answer Your Answer
Feedback It should be data-based and not impressionistic It should be data-based and not impressionistic
Rapport building In this case there is a climate of acceptance & warmth In this case there is a climate of acceptance & warmth
Exploration In this case, the employee should appreciate his strengths & weakness. In this case, the employee should appreciate his strengths & weakness.
Action Planning In this case, the interview should end with specific plans of action for the development of the employee. In this case, the interview should end with specific plans of action for the development of the employee.

Multiple Choice Multiple Answer
Question Name of the various HRD score card:
Correct Answer HRD systems maturity score, Competency score, HRD competencies systems maturity score
Your Answer HRD systems maturity score, Competency score, HRD competencies systems maturity score

Multiple Choice Multiple Answer
Question What are the objectives of a quality control programme?
Correct Answer Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.
Your Answer Improvement in standard of goods with very little increase in cost of production, Improvement in minimizing wastages, Conformance with desired standards.

Multiple Choice Multiple Answer
Question List the measures to overcome the HRD problems in India
Correct Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance
Your Answer Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance

Multiple Choice Single Answer
Question The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer Religious
Your Answer Religious

Multiple Choice Single Answer
Question Conventionally Personnel Managers & Manpower Development Managers took what form of approach for the development of human resource?
Correct Answer Manufacturing approach
Your Answer Manufacturing approach

Select The Blank
Question In the Development Grade Method of career planning the selected staff for this grade would remain there only for ________ years
Correct Answer two
Your Answer two

Multiple Choice Single Answer
Question Name the situation where a person takes the necessary steps at the right moment of time
Correct Answer Action
Your Answer Action

Multiple Choice Multiple Answer
Question Training programmes conducted by dividing the total group of participants into teams who are assigned to complete the task within a time limit are called -
Correct Answer SSL Technology, Grid Seminars
Your Answer Game Seminars, Grid Seminars

True/False
Question Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer True
Your Answer True

True/False
Question The HRD programmes fail due to poverty, social injustice.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Retrenchment procedures are governed what method of Accounting?
Correct Answer LIFO
Your Answer LIFO

Multiple Choice Multiple Answer
Question Under orientation programmes, some very important issues discussed and clarified are :
Correct Answer Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?
Your Answer Purpose of 360 Degree Feedback, Who analyzes the data?, Who are going to provide feedback?

Multiple Choice Multiple Answer
Question Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:
Correct Answer Suitable compensation plan, Selection of the right people, Good performance appraisal system
Your Answer Suitable compensation plan, Selection of the right people, Good performance appraisal system

Select The Blank
Question ________ is route to be followed in order to realise vision and overall purpose.
Correct Answer Strategy
Your Answer Strategy

Multiple Choice Multiple Answer
Question Name the steps that develop strategic framework for HRD
Correct Answer  Realistic employee development, Measurable employee development, Well costed employee development
Your Answer  Realistic employee development, Well costed employee development

Multiple Choice Single Answer
Question  What was the total budgetary allocation made towards education as a vehicle for social transformate on by the then Minister of Finance, Yashwant Sinha in the 1998 budge?
Correct Answer  Rs 70,470 million
Your Answer  Rs 70,470 million

True/False
Question  Implementation level deals with the actual conduct of the appraisal process.
Correct Answer  True
Your Answer  True

Multiple Choice Multiple Answer
Question  Why do employees adopt proxy system? In order to improve
Correct Answer  to their social status, their economic status, their psychological status
Your Answer  to their social status, their economic status, their psychological well being

Multiple Choice Multiple Answer
Question  HRD process variable include -
Correct Answer  Role clarity, Work planning, Better communication
Your Answer  Role clarity, Better communication

Select The Blank
Question  _________ manpower plan need the involvement of top management as well as HR exports.
Correct Answer  Strategic
Your Answer  Long-term

True/False
Question  Eight members is considered to be the norm as to the no. of members constituting a QC-
Correct Answer  True
Your Answer  True

Multiple Choice Multiple Answer
Question  Under "Workshop" feedback is done on which kind of categories?
Correct Answer  Managerial role, Leadership styles, Behavioural qualities
Your Answer  Managerial role, Leadership styles, Behavioural qualities

Multiple Choice Single Answer
Question  Five main phases make up the process of the feedback exercise, name the PHASE 4-
Correct Answer  Data feeding Reports & Analysis
Your Answer  Data feeding Reports & Analysis

Multiple Choice Multiple Answer
Question  A Managerial Walkabouts presents the students with some basic challenges, such as -
Correct Answer  Logical Enquiry, Service, Adventure
Your Answer  Logical Enquiry, Service, Adventure

Select The Blank
Question  Some organisations use ________ & committee management as techniques of training & development for flexitime systems
Correct Answer  Job rotation
Your Answer  Job rotation

Select The Blank
Question  The _________ provide resources to approved employment schemes in the organised & marginised sectors
Correct Answer  Employment Generation Fund
Select The Blank

Question: No worker employed in any industry who has been in continuous service for more than ________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people.
Correct Answer: 1 year
Your Answer: 1 year

Multiple Choice Multiple Answer

Question: Why do most companies want HRD audit?
Correct Answer: Change of Leadership, To make HR function business-driven, For growth & diversification
Your Answer: Change of Leadership, To make HR function business-driven, For growth & diversification

Multiple Choice Single Answer

Question: In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.
Correct Answer: Employee leasing
Your Answer: Employee leasing

True/False

Question: An evaluation of where one stands on the basis of their job responsibilities, leadership, qualities etc will be a good starting point for marketing plans for success.
Correct Answer: True
Your Answer: True

Multiple Choice Single Answer

Question: Federations may invite the management’s representatives to participate in working committee meetings. Who would the unions at Plant level / Shop level essentially invite?
Correct Answer: Representatives from line & personnel department.
Your Answer: Representatives from line & personnel department.

Select The Blank

Question: Expenses incurred by a firm on recruitment, training & development of employees are treated as ________
Correct Answer: Current costs
Your Answer: Current costs

Multiple Choice Single Answer

Question: What is concerned with developing a pool of candidates in line with the human resources plan?
Correct Answer: Recruitment
Your Answer: Recruitment

Multiple Choice Single Answer

Question: Which system emphasizes a lot on the need to motivate people?
Correct Answer: Human Resource Development
Your Answer: Human Resource Development

True/False

Question: Monitoring and Follow-up follows the distribution of questionnaires to all assessors.
Correct Answer: True
Your Answer: True
Multiple Choice Single Response

Question ID

Question

Options

Is Correct

1

Name the technique which determines the relevant worth of a job with respect to other jobs.

Job Analysis

Job Description
<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Name the system which is simple, less expensive &amp; less time consuming.</td>
<td>Factor comparison</td>
<td>Yes</td>
</tr>
<tr>
<td>3</td>
<td>What is regarded as the preventive tool in case of any differences of</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>opinions among the members of rating committee?</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Job evaluation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Job description

Job specification
Yes

Job analysis

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

4
If supply of labor is higher than demand, which factor would be relatively low?
Price

Wage
Yes

Increment

Incentive

Multiple Choice Single Response
5 Name the person who suggested the new concept which takes into account various key factors that will tell the overall performance of a job. 
Fred Luthas
Elliot Jecques
Yes
Philip Kotler
Robbins Stephen P.

6 Name the technique used by the point system and factor comparison system to list the job.
Non-quantitative
Quantitative
Yes
Non-analytical

Analytical

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

7
Name one of the processes of job evaluation
Select the method
Yes

Ranking system

Point method

Job Enlargement

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

8
Name the method where common factors to all the jobs are identified.
Factor comparison
9
On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?
To set wages
Yes

To set prices

To set methods

To set programmes

Multiple Choice Single Response
10 What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.
   Job evaluation

   Job programmes

   Job enlargement

   Job analysis
   Yes

Multiple Choice Single Response

11 Under which system the process is based on personal judgement, and therefore tends to get influenced by personal biases.
   Point

   Ranking
   Yes

   Grading
Factor comparision

Multiple choice Single Response

Question ID
Question
Options
Is Correct

12
Which kind of inequality to a great extent affects industrial relations?
Price

Quality

Wage
Yes

Technology

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

13
What is it that job evaluation requires while undertaking the programme at all stages in the organization?
Controlling
HRM4

Planning
Yes

Co–ordination

Co–operation

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

14 Name the organized group of employees which is directly concerned with job evaluation.
Multi–union

Trade–union
Yes

Workers union

Supervisor’s union

Multiple Choice Single Response

Question ID
Question
15
Which is the only weapon of trade union, which the union think is taken away by applying the Job evaluation System.
Collective co-operation

Collective negotiation

Collective controlling

Collective bargaining
Yes

Multiple Choice Single Response

16
Under the techniques of job evaluation, which is the most widely used method?
POINT SYSTEM
Yes

RANKING SYSTEM

Job grading
# Factor comparison system

## Multiple Choice Single Response

<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>17</td>
<td>Name the factor which when changes, the job evaluation system should also change.</td>
<td>Consumer, Management, Seller, Technology</td>
<td>Yes</td>
</tr>
</tbody>
</table>

## Multiple Choice single Response

<table>
<thead>
<tr>
<th>Question ID</th>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Under the techniques of job evaluation, which is the least method used?</td>
<td>Job grading</td>
<td></td>
</tr>
</tbody>
</table>
HRM4

Factor comparision system

Ranking system
Yes

Point system

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

19
Grading systems require which type of system, because grading of clerical job may be quite different from that of operative job.
Single
Double
Triple
Multiple
Yes

Multiple Choice Single Response

Question ID
Question
20. In which type of system are yardsticks of value for each job factor prepared?
- Point rating system: Yes
- Job evaluation system
- Job description system
- Ranking system

Multiple Choice Single Response

Question ID
Question
Options
Is Correct

21. After assigning weight to each criterion like skill, knowledge etc., the worth of job is determined and converted to which kind of values?
- Monetary: Yes
- Incentive
- Quantitative

Page 13
22. When individual job description and grade descriptions do not match well, the evaluators classify the job using which kind of judgment?

- Specific
- Non-specific
- Subjective
- Objective

Is Correct: Yes

23. Which kind of relationship does system of a job-evaluation maintain while rating for different jobs?

- Variable
- Multiple Choice Single Response
Multiple choice Multiple Response

Question ID
Question
Options
Is Correct

24
Job analysis describes variety of duties of the job, they are:
Social skills

Condition of work
Yes

Skills
Yes

Authority relationship
Yes

Multiple choice Multiple Response

Question ID
Question
Options
Is Correct
Name the various processes of job evaluation:
Classify the jobs
Yes

Select the method
Yes

Gain acceptance
Yes

Lose acceptance

Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

Job factors used under Factor comparison method are:
Mental efforts
Yes

Fixed efforts

Physical efforts
Yes

Skill needed
Yes
Name the various ways through which business firms are being helped by well designed job evaluation:

1. Enables Co. to get data
   - Yes

2. Establishes equal wage rate for all the jobs, according to job requirement.
   - Yes

   Systematic process and understood by all

   Establishes different wage rate for all the jobs, according to job requirement.

Mention the defects of Simple ranking method:

1. Simplicity tends to make measurement somewhat crude.
   - Yes

2. Absence of pre-determined yardstick leads to personal bias
   - Yes
All the factors affecting the job are not considered
Yes

Some factors affecting the job are considered

Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

29
It is said that participants should have familiarity with the job to be rated, therefore the degree of familiarity has impact on which factor:
Accessability
Adaptability
Yes

Decision making
Yes

Managerial requirements

Multiple choice Multiple Response

Question ID
Question
Options
Is Correct

30
Name the factors affecting the designing of the wage structure area:

Labour market condition
Yes

High market condition

Economic condition of the country
Yes

Adjustment and operation of wage structure
Yes

Multiple choice Multiple Response

Question ID
Question
Options
Is Correct

31
Job description which are prepared as part of the process which can be used for writing up job specifications, that can then be used for which kind of purpose?
Training
Yes

Promotion
Yes

Job analysis

Job evaluation
Yes
Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

32
The worth of job is determined in relation to other jobs in terms of Responsibility involved
Yes

Efforts required
Yes

Responsibility checked

Payment requirement

Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

33
Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
Skill
Yes

Job enrichment
Efforts
Yes

Accountability
Yes

Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:

- Supervision & leadership
  Yes

- Leadership & management

- Co-operation & association outside the line of authority
  Yes

- Probability & consequences of errors
  Yes

Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

35
HRM4

Under the grading system, name the separate grades included:

Firm

Office
Yes

Clerical
Yes

Managerial
Yes

Multiple Choice Multiple Response

Question ID

Question

Options

Is Correct

36

Mention the objectives of Job evaluation

To maintain complete description of each occupation in the entire plant
Yes

To promote accurate consideration of all employees for advancement and transfer
Yes

To promote information for work organization, employees section etc.
Yes

To ensure that like wages are paid to all qualified employees on unlike work.
37. Mention certain weaknesses under the grading method:
   - It is difficult to write grade description: Yes
   - It oversimplifies sharp differences between different jobs & different grades: Yes
   - It is considered to be less subjective: Yes
   - It is considered to be too subjective

38. Name the various steps considered under Factor comparison system:
   - Selection of job analysis
   - Allocation of correct rate to each key job: Yes
Selection of job characteristics
Yes

Determination to correct rates of key jobs
Yes

Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

39
Under the 'Point rating system' name the important steps mentioned:
Construction of the yardsticks
Yes

Price survey

Wage survey
Yes

Designing wage structure.
Yes

Multiple Choice Multiple Response

Question ID
Question
Options
Is Correct

40
Name the two factors which lead people to work:
Economic
Yes

Organising

Motivation
Yes

Controlling

True / False

Question ID
Question
Options
Is Correct

41
Job evaluation precedes job analysis
TRUE
Yes

FALSE

True / False

Question ID
Question
Options
Is Correct

42
Employee and supervisor should be never involved while finalizing job description
TRUE
43. All forms of job evaluation are designed to enable management to determine how much one job should be paid as compared to others.  
   TRUE  
   Yes

FALSE

   True / False

44. When several unions exist in an organization it becomes easy to apply job evaluation system.  
   TRUE

FALSE

   True / False
45. Point rating system consists of designing the wage structure.  
   TRUE  
   Yes  
   FALSE

46. The aim of the majority of the systems of job evaluation is to establish, on agreed basis, the relative values of different jobs in a given plant.  
   TRUE  
   Yes  
   FALSE

47. A corollary of this job evaluation principal is that for equal work
there should be unequal wage rates.

   TRUE

   FALSE
   Yes

True / False

Question ID  Question  Options  Is Correct

48  Ranking system usually measures each job in comparison with other jobs in terms of relative importance of experience & education.

   TRUE
   Yes

   FALSE

True / False

Question ID  Question  Options  Is Correct

49  It is very easy to write grade description, as the number of jobs increases.

   TRUE

   FALSE
   Yes
50. When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgment.
   TRUE
   Yes
   FALSE

51. Under point method, common factors to all the jobs are identified.
   TRUE
   Yes
   FALSE

52. The job falling under the same grade get different wage scale.
53. Factor comparison system consists of selection of key jobs.
   TRUE
   Yes
   FALSE

54. The data obtained through job analysis are recorded on what is known as job analysis sheet.
   TRUE
   Yes
   FALSE
True / False

Question ID
Question
Options
Is Correct

55
Trade union is a group of two people who come to strengthen their bargaining position.
TRUE

FALSE
Yes

True / False

Question ID
Question
Options
Is Correct

56
The benefit of job evaluation is that it lays down the foundation for a rational wage structure
TRUE
Yes

FALSE

Select a Blank

Question ID
Question
Options
Is Correct
If standard of living is , it calls for higher wage

57

High
Yes

low

medium

below

Select a Blank

Question ID

0

Responsibility is much more

58

Than of worker.
Manager

Supervisor
Yes
In the case of there is one yardstick consisting of job classes.

Job Ranking

Job analysis

Job Evaluation

Job Grading

Yes

Select a Blank

Question ID

Question

Options

Is Correct

59
HRM4

All should be paid within limits

which is given by the standards set through a wage structure.
Increment

Gratuity

Wages
Yes

Incentive

Select a Blank

Question ID
Question
Options
Is Correct

The ranking system is also known as system.
Non-quantitative
Yes

Quantitative

Qualitative
Non-qualitative

Select a Blank

**Question ID**

**Question**

**Options**

**Is Correct**

62

It is said that rate the job, and not the Wage

Man
Yes

Salary

Personnel

Select a Blank

**Question ID**

**Question**

**Options**

**Is Correct**

Is the rating of jobs to

63
determine their position in a job hierarchy.
Job evaluation
On the basis of job elements and organizational demand an appropriate type of job evaluation should be selected.

study
65. Are first established on the basis of job information derived from job analysis.

66. Factor comparison method is regarded as method simple.
While evaluating jobs,

67. Where nature of work is difficult to be expressed in quantifiable numbers.

Workers

Supervisors

Managerial

Yes

Personnel
Question ID
Question
Options
Is Correct

Under method jobs are arranged from highest to lowest, in order of their value to the organization.

Point

Grading

Actor comparison

Ranking
Yes

Select a Blank

Question ID
Question
Options
Is Correct

The job evaluation programme once installed must be continued on a basis.

Monthly
**Question ID**

<table>
<thead>
<tr>
<th>Question</th>
<th>Options</th>
<th>Is Correct</th>
</tr>
</thead>
<tbody>
<tr>
<td>70</td>
<td>Definition of Job Evaluation:</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>It is the process of analysis and assessment of jobs to ascertain reliability, their relatively worth using the assessment as a basis for a balanced wage structure.</td>
<td></td>
</tr>
</tbody>
</table>

**Objectives of Job Evaluation:**

- To determine a rate of pay for each job which is fair and equitable with relation to other jobs in the industry.
  - Yes

**Principles of Job Evaluation:**

- Allows employees to discuss job ratings
  - Yes

**Process of Job Evaluation:**

- The basic procedure is to compare content of jobs in relation to one author, in terms of some elements like skills, efforts etc.
  - Yes
The basic procedure is that, it should be written very carefully as it can be used as an evidence while handling some grievances.

The job analyst should himself observe the actual work done by the employee.

Match

Question ID
Question
Options
Is Correct

71

JOB RANKING
In this case, the method is very simple and not expensive.
Yes

JOB GRADING
In this case, there is one yardstick consisting of job classes.
Yes

FACTOR COMPARISON SYSTEM
In this case the job factors are compared rather than the whole job.
Yes

POINT RATING SYSTEM
In this case, it is widely used in job evaluation and also designs wage structure.
Yes

In this case, this is the first approach which breaks down jobs into several characteristics.
This new concept is suggested by Elliott Jecques.

Match

Question ID
Question
Options
Is Correct

72
Non-quantitative job evaluation category.
Simple ranking and grading are placed under such category.
Yes

Quantitative job evaluation
Point system and factor comparison methods are placed under such category.
Yes

The beneficiaries to business firms by job evaluation
It enables Cos. to get data in local wage surveys to establish job classification.
Yes

Job analysis
It is one of the job evaluation processes, which finds out relevant facts.
Yes

It is considered to be complex to cos. as it is not understood by all.

Simple ranking and point system are placed under such category.

Match

Question ID
Job Factors enumerated as:
Effort, responsibility, skill, working conditions
Yes

Wage survey:
It places all evaluated jobs according to point in terms of money.
Yes

Designing wage structure:
Similar jobs are grouped and treated as a job class.
Yes

Concept suggested by Elliot Jacques.
It takes into account the various key factors that will tell the overall performance of a job.
Yes

Effort, grading, skill, working conditions.

Effort, point, skill, working conditions.
LIST OF ATTEMPTED QUESTIONS AND ANSWERS

Multiple Choice Single Answer
Question Name the person who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer Leader
Your Answer Leader

Multiple Choice Multiple Answer
Question what are the common objections against the treatment of people as assets in a HRM system
Correct Answer There is no assurance of future benefits , people are not owned by the organisation , it may not be recognised by tax laws
Your Answer people are not owned by the organisation , it may not be recognised by tax laws , There is no assurance of future benefits

Multiple Choice Single Answer
Question What is concerned with developing a pool of candidates in line with the human resources plan
Correct Answer Recruitment
Your Answer Recruitment

Multiple Choice Multiple Answer
Question Name the steps that develop strategic framework for HRD
Correct Answer Realistic employee development , Measurable employee development , Well costed employee development
Your Answer Realistic employee development , Measurable employee development , Well costed employee development

Multiple Choice Multiple Answer
Question While planning for a period of five years, the expected loss situation can be evaluated in terms of:
Correct Answer Retirement , Transfer , Death
Your Answer Retirement , Transfer , Death

Multiple Choice Multiple Answer
Question List the measures to overcome the HRD problems in India
Correct Answer Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance
Your Answer Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance

Select The Blank
Question ________ are the visible amounts given for fertilizers export promotion, etc.
Correct Answer Explicit subsidies
Your Answer Explicit subsidies

Multiple Choice Single Answer
Question Which system emphasis a lot on the need to motivate people
Correct Answer Human Resource Development
Your Answer Human Resource Development

Multiple Choice Multiple Answer
Question Under the appraisal panel which are the qualities that can achieve good results despite the difficulties inherent in the potential appraisal:
Correct Answer Creative imagination , Sense of reality , Effective leadership
Your Answer: Creative imagination, Sense of reality, Effective leadership

True/False
Question: Analysis of secondary data can give a lot of insights into the HRD assets & liabilities of the company
Correct Answer: True
Your Answer: True

Select The Blank
Question: The ______ can be made using a checklist of questions
Correct Answer: Observation
Your Answer: Observation

Select The Blank
Question: The job evaluation programme once installed must be continued on a ______ basis.
Correct Answer: permanent
Your Answer: permanent

Multiple Choice Single Answer
Question: What is one of the major reasons for a perceived rise in number of moon-lights in the coming future?
Correct Answer: Change in values & expectations.
Your Answer: A change in standard of living

Multiple Choice Multiple Answer
Question: What are the areas where the auditors should physically visit the workplace?
Correct Answer: Canteens, Living colony, Training rooms
Your Answer: Training rooms, Canteens, Living colony

Multiple Choice Multiple Answer
Question: What are the action steps for effective Benchmarking?
Correct Answer: Identifying the human resources related areas to be benchmarked, Prepare a report that documents the processes, functions, its extent & result areas, Understand why such a study is being conducted
Your Answer: Identifying the human resources related areas to be benchmarked, Prepare a report that documents the processes, functions, its extent & result areas, Understand why such a study is being conducted

Multiple Choice Multiple Answer
Question: Under HRD, name the factors that act as motivating forces
Correct Answer: Job enrichment, Informal organisation, Participative management
Your Answer: Job enrichment, Informal organisation, Participative management

Multiple Choice Multiple Answer
Question: Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:
Correct Answer: Suitable compensation plan, Selection of the right people, Good performance appraisal system
Your Answer: Suitable compensation plan, Selection of the right people, Good performance appraisal system

Select The Blank
Question: Business re-engineering often shift the power base, changing the 'command - and - control' approach to ______.
Correct Answer: 'Mobilised -and - enable'
Your Answer: 'Mobilised -and - enable'

Multiple Choice Multiple Answer
Question: What are the published literature of the company which help in assessing the strengths and weakness of HRD
Select The Blank
Question  At Hewlett Packard, as part of their BPR programme, the _______directs resources from applicants to a centralised employment response centre.
Correct Answer  EMS
Your Answer  EMS

True/False
Question  Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment
Correct Answer  True
Your Answer  True

Multiple Choice Single Answer
Question  What is the act of taking up part time job or business or industrial unit simultaneously with that of the original job?
Correct Answer  Moon-lighting
Your Answer  Moon-lighting

Multiple Choice Single Answer
Question  Name one of the components systems of HRD :
Correct Answer  Career system
Your Answer  Career system

Select The Blank
Question  Most HRD audit are due to failures of ________.
Correct Answer  Implementation
Your Answer  Implementation

True/False
Question  It can be enagued that globalization has reduced poverty in India and China, home to move that half a billion of the world's poor income group
Correct Answer  True
Your Answer  True

Multiple Choice Single Answer
Question  Why is it felt that federations & unions in India are not functioning on sound lines?
Correct Answer  Outside political leadership
Your Answer  Outside political leadership

Select The Blank
Question  ________ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category
Correct Answer  0.79
Your Answer  0.79

Select The Blank
Question  In one organisation the joke making rounds was that managers came in vertically and went out ________
Correct Answer  Horizontally
Your Answer  Horizontally

True/False
Question  It is not necessary that the subordinate should feel free to participate without fear in the process of review & feedback.
Correct Answer  False
Your Answer  False
Select The Blank
Question Union leaders at different levels & at federatoins are elected on ______
Correct Answer democratic principle
Your Answer democratic principle

Multiple Choice Single Answer
Question One of the importance of HRD is
Correct Answer Role clarity
Your Answer Role clarity

Multiple Choice Multiple Answer
Question What are the prerequisites for the perfect functioning of management participation in trade unions
Correct Answer The union should be well organised with sound rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other
Your Answer The union should be well organised with sound rules, the coverage of items for discussion & participation should be pre-set, both parties should have implicit faith in information supplied by the other

Select The Blank
Question For the period of the lay off up to a maximum of ______ workmen will be paid compensation equal to half their basic pay & D.A.
Correct Answer 45 days
Your Answer 45 days

Match The Following
Question Correct Answer Your Answer
An efficient plant layout & a good benchmark Ford Motors Ford Motors
Simple act of comparison & learning for organisational improvement Benchmarking Benchmarking
Japanese firms had long been benchmarking other companies, many of them American Ohirata (1994) Ohirata (1994)

Multiple Choice Single Answer
Question According to Lahiry what is the simple act of comparison & learning for organisational improvement?
Correct Answer Benchmarking
Your Answer Benchmarking

True/False
Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer False

Multiple Choice Single Answer
Question A candidate immediately after completing his school / college education joins an organisation in lower level position. Later he finds it difficult to make both ends meet as his family grows & thus takes up a part time job or business, etc during his off-hours, this part of moon lighting is called:
Correct Answer Quarter Moon Lighting
Your Answer Quarter Moon Lighting

Multiple Choice Single Answer
Question The differences in which kind of faiths among the people is hurdle in the HRD
True/False
Question  | Majority of the disputes in industries are related to the problem of wages, salaries & benefits
Correct Answer  | True
Your Answer  | True

Multiple Choice Multiple Answer
Question  | What are the uses of the 'Balanced Score Card' as a strategic management system?
Correct Answer  | It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.
Your Answer  | It is used to clarify & translate vision & strategy, It is used as a management tool, It is used to enhance strategic feedback and learning curves.

Multiple Choice Multiple Answer
Question  | How would the representative of consumer association be able to make a difference in the consumerism movement
Correct Answer  | by participating in collective bargaining, to demands good supply of quality goods at fair practices, to demands good supply of quality goods at fair prices.
Your Answer  | by participating in collective bargaining, to demands good supply of quality goods at fair prices.

Multiple Choice Multiple Answer
Question  | Why do employees adopt proxy system? In order to improve
Correct Answer  | their social status, their economic status, their psychological status
Your Answer  | their social status, their economic status, their psychological status

Multiple Choice Single Answer
Question  | In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -
Correct Answer  | "Swim or Sink approach"
Your Answer  | "Swim or Sink approach"

Multiple Choice Single Answer
Question  | How can management representatives essentially help employees' organisations?
Correct Answer  | Formulation of plans & providing information
Your Answer  | By taking on an advisory role

Multiple Choice Single Answer
Question  | A multi-Rate Appraisal and feedback system is essentially
Correct Answer  | a 360 degree Appraisal
Your Answer  | a 360 degree Appraisal
True/False
Question The data obtained through job analysis are recorded on what is known as job analysis sheet.
Correct Answer True
Your Answer True

Multiple Choice Single Answer
Question Which kind of literature identifies a number of systems & subsystems?
Correct Answer HRD
Your Answer HRD

Select The Blank
Question A fee market economy demands a transparent set of laws and________somethething that the archaic Indian judicial system is ill-equipped to cope with
Correct Answer quick disposal of litigation
Your Answer a set of social security legislation

Multiple Choice Multiple Answer
Question Essentials of effective QC's :-
Correct Answer Prompt approval , Regular communication , Unconditional support
Your Answer Prompt approval , Regular communication , Unconditional support

Multiple Choice Multiple Answer
Question It is said that versality will be the key factor in determining employee value with following factors :
Correct Answer Technology , Leadership , Motivation
Your Answer Technology , Leadership , Motivation

True/False
Question The job falling under the same grade get different wage scale.
Correct Answer False
Your Answer True

Select The Blank
Question Under Voluntary retirement scheme income tax benefits for employees who have accepted the scheme are however , valid only for payouts of upto ________
Correct Answer Rs. 5 lakh
Your Answer Rs. 5 lakh

Multiple Choice Multiple Answer
Question Some questions that every corporation needs to address are as follows:-
Correct Answer How well are HR practices linked to business goals , Are good HR practices & HRD systems & processed being designed , Are the systems internally sound consistent & relevant
Your Answer How well are HR practices linked to business goals , Are good HR practices & HRD systems & processed being designed , Are the systems internally sound consistent & relevant

True/False
Question If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.
Correct Answer False
Your Answer True
Multiple Choice Single Answer
Question: What is the programme of allowing flexibility in handling the type of work in various departments of the organisation in a systematic way be the employee during his tenure of employment in an organisation?
Correct Answer: Flexi work
Your Answer: Flexitime

True/False
Question: Through consumers participation in management, consumer will lose their rights through served technique
Correct Answer: False
Your Answer: False

Multiple Choice Multiple Answer
Question: Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in:-
Correct Answer: Supportive atmosphere, Empathetic atmosphere, Setting goals
Your Answer: Supportive atmosphere, Empathetic atmosphere, Setting goals

True/False
Question: Monitoring and Follow-up follows the distribution of questionnaires to all assessor.
Correct Answer: True
Your Answer: True

Select The Blank
Question: In a re-engineering programme, when a process changes so does the ________ of the concerned employee.
Correct Answer: job profile
Your Answer: job profile

Multiple Choice Single Answer
Question: Under the pre-Interview preparation it is useful to note the key points
Correct Answer: Paper
Your Answer: Paper

Multiple Choice Single Answer
Question: Which system emphasis a lot on the need to motivate people
Correct Answer: Human Resource Development
Your Answer: Human Resource Development

Select The Blank
Question: The whole process of conducting a 360 - Degree Feedback process in any Organisation could last about ________.
Correct Answer: One & half to about 3 months
Your Answer: One & half to about 3 months

Select The Blank
Question: ________ is the example of the balanced score card applications in some companies.
Correct Answer: AT & T
Your Answer: AT & T

Select The Blank
Question: A strong ________ can have a lasting effect and provide sustenance to an organisation.
Correct Answer: Culture
Your Answer: Vision
Multiple Choice Multiple Answer

Question Within the establishment stage of the career development cycle, what are very important occasions for a young employee?

Correct Answer The first promotion, Successfully completed assignment, The first performance appraisal

Your Answer The first promotion, Successfully completed assignment, The first performance appraisal

Select The Blank

Question ________ is known not to hold overly one-sided views.

Correct Answer Judgement

Your Answer Judgement

Select The Blank

Question ________ phase involves generating confidence in the employee to open up and frankly share his perceptions, feeling etc.

Correct Answer Rapport building

Your Answer Rapport building

Match The Following

Question Correct Answer Your Answer

Group goals Vs. Organisational goals Course organisational Politics

Course organisational Politics

Better decisions about people based on improved information system HRA benefits

HRA benefits

Standard cost method value of human resources for accounting purposes value of human resources for accounting purposes

It is "endemic to every organisation regardless of size, function or character of ownership Organisational politics"

HRA model

Multiple Choice Single Answer

Question The Main contribution of HRD audit is to focus on

Correct Answer Value-adding HRD

Your Answer Value-function HRD

Select The Blank

Question The ________ provide resources to approved employment schemes in the organised & marginised sectors

Correct Answer Employment Generation Fund

Your Answer National Renewal Grant Fund

Multiple Choice Single Answer

Question Traditionally, human resources has been perceived as,

Correct Answer Bureacratic

Your Answer Lazziz-faire

Multiple Choice Multiple Answer

Question How can the limitations/ misgivings of management participation in employees organisations be overcome?

Correct Answer by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value in strengthening union functioning, minimising misunderstandings

Your Answer by gaining the confidence of union leaders from the initial stages, managements should educate the members about the concept & value
in strengthening union functioning, minimising misunderstandings.

Select The Blank

Question Federation & union at all levels are managed on the lines of management of ________

Correct Answer A political body
Your Answer A social organisation

Multiple Choice Single Answer

Question HR managers to guarantee their viability need to think of themselves as ________.

Correct Answer Strategic partners
Your Answer Strategic partners

Multiple Choice Multiple Answer

Question What are the general characteristics of a Technical - functional competence?

Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
Your Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants

Multiple Choice Single Answer

Question Which practices are service related and human resources related?

Correct Answer Organisational
Your Answer Organisational

True/False

Question Organizations gear most of their management succession activities to the immediate past.

Correct Answer False
Your Answer False

Multiple Choice Multiple Answer

Question Name the three performance counselling phase.-

Correct Answer Rapport building, Exploration, Action Planning
Your Answer Rapport building, Exploration, Action Planning

Select The Blank

Question In the interview method of training-need identification interviews must clearly distinguish between immediate training needs to improve present performance & ________.

Correct Answer Development needs for growth
Your Answer Development needs for growth

True/False

Question HRD should be series of adhoc decisions and practices.

Correct Answer False
Your Answer False

True/False

Question Increased acceptance of feedback appraisal system is that as large no. of managers work with wide range of other people, it becomes difficult for a single manager to accurately assess their contribution.

Correct Answer True
Your Answer True

Multiple Choice Single Answer

Question In the stage of career development cycle which out of the
following approach should be adopted to bridge the gap? Alternatives for the training should include a –

Correct Answer: "Swim or Sink approach"
Your Answer: Job rotation

Multiple Choice Multiple Answer
Question: In an interview Method of Training Need identification, what do the Questions asked need to outline?
Correct Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.
Your Answer: Inputs expected from the Training Department, To prove weakness & strengths of individuals, Opportunities available to overcome such weaknesses.

Multiple Choice Single Answer
Question: Accounting is a management science group, what are the managers perceived as,
Correct Answer: Decision-maker
Your Answer: Decision-maker

Match The Following
Question: Continued self development, A leadership quality, A leadership quality
Correct Answer: "Working on your liabilities", Life long mission, Life long mission
Your Answer: "Working on your liabilities", Life long mission, Life long mission

Assignment to some important task force or committee, Offsetting Plateauing effect, Officiating Assignment

Need-opportunity Alignment, Crucial role played by HRD, Success formula

Multiple Choice Multiple Answer
Question: Name the internal operational measures dealing with how well HR practices are designed and delivered:
Correct Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.
Your Answer: Cycle time, quality & cost of HR practices, The ratio of HR expenses, The ratio of HR professionals to employee population.

Multiple Choice Multiple Answer
Question: Under HRD, name the factors that act as motivating forces
Correct Answer: Job enrichment, Informal organisation, Participative management
Your Answer: Job enrichment, Informal organisation, Participative management

True/False
Question: The reviewer has the prime role of recording major appraisal details.
Correct Answer: False
Your Answer: False

Question: Trade union is a group of two people who come to strengthen their bargaining position.
Correct Answer: False
Your Answer: True

Multiple Choice Multiple Answer
Question: Membership of the nation wide consumer councils (as formed by the Government) would comprise representative of
Correct Answer: various ministeries, manufactures of commerce, cost account & Consumer
Your Answer: employess organisations, manufactures of commerce, cost account & Consumer

Multiple Choice Single Answer
Question: Participation of management’s representatives in the trade unions meetings particularly at the time of industrial dispute help both the parties –
Correct Answer: To exchange their contradictory views
Your Answer: To exchange their contradictory views

Multiple Choice Single Answer
Question: What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?
Correct Answer: Disharmony in individual & organisational goal balance.
Your Answer: Disharmony in individual & organisational goal balance.
Multiple Choice Multiple Answer
Question Besides business process re-engineering & benchmarking; then are some other useful tools to bring about continuous improvement in an organisation.
Correct Answer Urgency Motivation, Human Resource Audit, Human Resource Accounting
Your Answer Urgency Motivation, Human Resource Audit, Human Resource Accounting

Multiple Choice Multiple Answer
Question What are the general characteristics of a Technical - functional competence?
Correct Answer Primary interest in functional work, They would like to remain expert rather than become general managers, They consider managerial and administrative responsibilities as avoidable irritants
Your Answer Primary interest in functional work, Such individuals start a new business, less for making money than for creating product that could be identified as theirs, They would like to remain expert rather than become general managers

Select The Blank
Question In one organisation the joke making rounds was that managers came in vertically and went out _________
Correct Answer Horizontally
Your Answer Horizontally

Select The Blank
Question No worker employed in any industry who has been in continuous service for more than _________, can be retrenched until prior permission from the govt. to retrench in undertakings employing more than 100 people
Correct Answer 1 year
Your Answer 1 year

True/False
Question A leader who lacks the other basic qualities can lead others in the wrong direction.
Correct Answer True
Your Answer True

Select The Blank
Question Ulrich (1994) says: The idea of utilising human resource as a strategic business partner is still at a level of _________ rather than reality.
Correct Answer Rhetoric
Your Answer Rhetoric

Select The Blank
Question _________ are those who provide competitive advantage to corporations.
Correct Answer People
Your Answer Managers

Select The Blank
Question _________ system stresses on discipline and there is simplicity in the form.
Correct Answer Merit rating
Your Answer Merit rating

Multiple Choice Multiple Answer
Question Name the first three phases that make up the process of the feedback exercise -
Correct Answer Participants orientation, Questionnaire distribution, Monitoring & follow up
Your Answer Participants orientation, Questionnaire distribution, Monitoring & follow up

True/False
Question The HRD programmes fail due to poverty, social injustice.
Correct Answer True
Your Answer True
Select The Blank
Question Where the firm pats the proposed changes into practice is called ________ stage.
Correct Answer Implementation
Your Answer Implementation

Multiple Choice Single Answer
Question In an employees organisation the flow of decisions from the President / Working President flows to-
Correct Answer General Secretary
Your Answer General Secretary

Select The Blank
Question ________ of more than 1500 managers in Dr. Odiorne's study were found to be in the Work Horse category
Correct Answer 0.79
Your Answer 0.79

True/False
Question Human resource management is responsible for getting the best people, training and providing mechanism.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question The HRD outcomes can influence the organisation's business goals which may be in terms of-
Correct Answer Higher productivity, Satisfied customers, Satisfied stockholders
Your Answer Cost effectiveness, Higher productivity

Multiple Choice Single Answer
Question On the basis of the relative work in the organisation, what is the primary purpose of job evaluation?
Correct Answer To set wages
Your Answer To set wages

Multiple Choice Multiple Answer
Question Under "Workshop" feedback is done on which kind of categories?
Correct Answer Managerial role, Leadership styles, Behavioural qualities
Your Answer Managerial role, Leadership styles, Behavioural qualities

Select The Blank
Question One of the feature HRD goals are, ________ is a perishable commodity
Correct Answer Labour
Your Answer Labour

Multiple Choice Single Answer
Question Federations may invite the management’s representatives to participate in working committee meetings. Who would the unions at the department / divisional level invite to attend such meetings?
Correct Answer Divisional / departmental manager & personnel manager.
Your Answer Divisional / departmental manager & personnel manager.

Multiple Choice Multiple Answer
Question Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:
Correct Answer Suitable compensation plan, Selection of the right people, Good performance appraisal system
Your Answer Suitable compensation plan, Selection of the right people, Good performance appraisal system
True/False
Question Under the balanced score card approach the expectation of three shareholders  
Correct Answer True 
Your Answer True

Select The Blank 
Question In ______ company, there is no sophisticated or detailed manpower planning done  
covering the current and future needs of the entire organisation. 
Correct Answer LARSEN & TUBRO LTD. 
Your Answer LARSEN & TUBRO LTD.

Multiple Choice Single Answer 
Question What was the expenditure of the States on human resource development in 1992-93 ?  
Correct Answer Rs 1,29,020 million 
Your Answer Rs 1,29,020 million

True/False 
Question After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM  
concept put it on the map. 
Correct Answer False 
Your Answer True

Match The Following  
Job analysis It is one of the job evaluation process which finds out relevant facts. It is one of the job  
evaluation process which finds out relevant facts.

Non-quantitative job evaluation category. Simple ranking and grading are placed under such category.  
Simple ranking and grading are placed under such category.

Quantitative job evaluation Point system and factor comparison methods are placed under such  
category. Point system and factor comparison methods are placed under such category.

The beneficiaries to business firms by job evaluation It enables Cos. to get data in local wage surveys  
to establish job classification. It enables Cos. to get data in local wage surveys to establish job  
classification.

Multiple Choice Single Answer 
Question After which stage many good organisation in India have entered a competitive phase  
Correct Answer Liberalisation 
Your Answer Globalisation

Multiple Choice Multiple Answer 
Question Name the various steps considered under Factor comparision system:  
Correct Answer Allocation of correct rate to each key job, Selection of job characteristics,  
Determination of correct rates of key jobs  
Your Answer Allocation of correct rate to each key job, Selection of job characteristics,  
Determination of correct rates of key jobs

Multiple Choice Multiple Answer 
Question Name the appropriate method for forecasting demand which will be best suited to  
onorganisation: 
Correct Answer Time frame, Resources available  
Your Answer Time frame, Resources available, Stability

True/False 
Question Workers and trade unions never praticipate in the management of human resources
The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.

True/False
Question The Asian Institute of Management have introduced a unique course called "Managerial Walkabout". The idea of the course came from Prof. M. Gibbons of Simon Fraser University, British Columbia.
Correct Answer True
Your Answer True

Select The Blank
Question ________ should reinforce positive behaviour.
Correct Answer Feedback
Your Answer Feedback

Multiple Choice Single Answer
Question On what grounds are training sessions normally criticised?
Correct Answer Trainers conduct the programme on the basis of what they know rather than what the trainees need
Your Answer Trainers conduct the programme on the basis of what they know rather than what the trainees need

True/False
Question Factor comparison system consists of selection of key jobs.
Correct Answer True
Your Answer True

Multiple Choice Multiple Answer
Question Under the phase 3 "Monitoring and Follow Up" the rater also identifies himself in several roles in the questionnaire like a -
Correct Answer Superior, Subordinate, Colleague
Your Answer Superior, Subordinate, Colleague

True/False
Question As per the Human Development Balance sheet, 1997 30% of the total population (world) lives in absolute poverty
Correct Answer False
Your Answer False

Multiple Choice Multiple Answer
Question Under the workshop methodology, a series of diagnostic exercises through question are taken, theses are:
Correct Answer How would you critically evaluate the job rotation in your company? , What are the three good things in your performance appraisal systems? , What are the strengths & weaknesses of your training policies & practice?
Your Answer How would you critically evaluate the job rotation in your company? , What are the three good things in your performance appraisal systems? , What are the strengths & weaknesses of your training policies & practice?

Select The Blank
Question The national renewal fund is administered by the department of industrial development. The NRF was proposed to have a corpus of ________ which would be contributed from budgetary support
Correct Answer Rs. 2000 crores
Your Answer Rs. 2000 crores

True/False
Question Depending on the career path model of managers, some specialised training inputs are given at pre-determined times to make him more handling the new higher assignment
Correct Answer True
Your Answer  True

True/False
Question  A major beneficiary of liberalization and consequently competition not been the consumer ….. But the inustry
Correct Answer  False
Your Answer  False

Match The Following
Question Correct Answer Your Answer

Need for HRD Audit It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs It attempts to find out the future HRD needs of the company after assessing the current HRD activities & inputs

Limitation of HRD Audit It does not give evaluation of individuals but focuses on unit and systems. It does not give evaluation of individuals but focuses on unit and systems.

Definition of HRD Audit It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company It is a comprehensive evaluation of the current HRD strategies structure, systems styles and skills in the business plans of a company

Role of HRD Audit in business improvement It helps in changes in the styles of the top management It helps in changes in the styles of the top management

Multiple Choice Single Answer
Question  When do managers lose faith in the fairness of the top management.
Correct Answer  Promoting from outside
Your Answer  Promoting from outside

Multiple Choice Single Answer
Question  What is that describes the duties of the job, authority relationship, skills requirement, conditions of work etc.
Correct Answer  Job analysis
Your Answer  Job analysis

Multiple Choice Multiple Answer
Question  List the measures to overcome the HRD problems in India
Correct Answer  Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance
Your Answer  Govt. to take steps to alleviate poverty , Govt. to take steps to accelerate economic development , People to practice religious tolerance

Multiple Choice Multiple Answer
Question  Under HRD, name the factors that act as motivating forces
Correct Answer  Job enrichment , Informal organisation , Participative management
Your Answer  Job enrichment , Informal organisation , Participative management

Multiple Choice Multiple Answer
Question  Name the steps that develop strategic framework for HRD
Correct Answer  Realistic employee development , Measurable employee development , Well costed employee development
Your Answer  Realistic employee development , Measurable employee development , Well costed employee development

Multiple Choice Multiple Answer
Question  According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -
Correct Answer  Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents
Your Answer  Employee champions who are able to relate to & meet the needs of employees, Strategic partners, Change agents

Multiple Choice Single Answer
Question  In the future what sort of organisations would provide expert advice & consultancy & further will also supply human resources for executing their projects.
Correct Answer  Employee leasing
Your Answer  Employee leasing
<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Why do employees adopt proxy system? In order to improve</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>their social status, their economic status, their psychological status</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>their social status, their economic status, their psychological status</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th><strong>Select The Blank</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>HRD means competence building, commitment building, and ________ building.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>culture</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>culture</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Monitoring and Follow-up follows the distribution of questionnaires to all assessors.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>The individual with a deep speed insight will not go quickly to the least of a problem.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>False</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Select The Blank</strong></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>The ________ role is to ensure the deserving managers should get appropriate opportunities for job Rotation.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Reviewer</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Reviewer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Under the phase 3 &quot;Monitoring and Follow Up&quot; the rater also identifies himself in several roles in the questionnaire like a -</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Superior, Subordinate, Colleague</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Superior, Subordinate, Colleague</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>What are the component/elements of a flow of decisions in employees</td>
<td>Providing wrong information about management, Promotional Opportunities,</td>
</tr>
<tr>
<td>organisations?</td>
<td>Grievance Procedure</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A strategy based on superior service is very powerful as the ________</td>
<td>value added</td>
<td>value added</td>
</tr>
<tr>
<td>is high</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Women employees presently restrict/limit their career to selected jobs &amp;</td>
<td>Dual career group</td>
<td>Boundrylessness career group</td>
</tr>
<tr>
<td>organisations. But, they will soon be ready to take up all types of jobs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>in different types of organisations. This phenomenon is known as -</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under HRD, name the factors that act as motivating forces</td>
<td>Job enrichment, Informal organisation, Participative management</td>
<td>Employee enrichment, Job enrichment, Informal organisation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the various steps considered under Factor comparison system:</td>
<td>Allocation of correct rate to each key job, Selection of job characteristics, Determination of correct rates of key jobs</td>
<td>Selection of job analysis, Allocation of correct rate to each key job, Selection of job characteristics</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the general principle (as per P.A.S policy of premier) of</td>
<td>2nd Assessor-superior of first assessor, 2nd Assessor-superior of the 1st</td>
<td>1st Assessor-immediate superior, 2nd Assessor, 360 degree approach</td>
</tr>
<tr>
<td>Assessment Routes?</td>
<td>assessor</td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the steps that develop strategic framework for HRD</td>
<td>Realistic employee development, Measurable employee development, Well costed employee development</td>
<td></td>
</tr>
</tbody>
</table>
Realistic employee development, Measurable employee development, Well costed employee development

**True/False**

**Question**
Performance development plan is set for the employee by his immediate boss.

**Correct Answer**
True

**Your Answer**
True

**Multiple Choice Single Answer**

**Question**
In an employees organisation the flow of decisions from the President / Secretary of Branch Union flow to -

**Correct Answer**
President / Secretary & Craft / Unit level Union

**Your Answer**
General Secretary

**True/False**

**Question**
Transfer of technology does not mean merely shifting technology from one place to another

**Correct Answer**
True

**Your Answer**
True

**Multiple Choice Multiple Answer**

**Question**
Name of the various HRD score card:

**Correct Answer**
HRD systems maturity score, Competency score, HRD competencies systems maturity score

**Your Answer**
HRD systems maturity score, Competency score, HRD competencies systems maturity score

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>An efficient plant layout &amp; a good benchmark</td>
<td>Ford Motors</td>
<td>BPR</td>
</tr>
<tr>
<td>Simple act of comparison &amp; learning for organisational improvement</td>
<td>Benchmarking</td>
<td>Ohirata (1994)</td>
</tr>
<tr>
<td>The Malcolm Bridge National Quality Award</td>
<td>Xerox (1989)</td>
<td>Ford Motors</td>
</tr>
<tr>
<td>Japanese firms had been benchmarking other companies, many of them American</td>
<td>Ohirata (1994)</td>
<td>Benchmarking</td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>----------</td>
<td>---------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Feature of Performance Appraisal</td>
<td>It is totally different from job evaluation as well as merit rating.</td>
<td>It is totally different from job evaluation as well as merit rating.</td>
</tr>
<tr>
<td>Essentials of a good Appraisal Plan</td>
<td>Relating scales should be constructed adequately and in accordance with the objectives.</td>
<td>Relating scales should be constructed adequately and in accordance with the objectives.</td>
</tr>
<tr>
<td>Definition of Performance Appraisal</td>
<td>It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.</td>
<td>It is a systematic, orderly and objective method of evaluating the present and potential utility of employees to the organisation.</td>
</tr>
<tr>
<td>Objectives of Performance Appraisal</td>
<td>Provision of feedback to subordinates to know where they stand.</td>
<td>Provision of feedback to subordinates to know where they stand.</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objective of performance appraisal system is to identify the developmental needs of each employee.</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The ______ provides funds to meet the compensation &amp; training expenditure of retrenched workers.</td>
<td>National Renewal Grant Fund</td>
<td>Employment Generation Fund</td>
</tr>
<tr>
<td>While evaluating ________ jobs, where nature of work is difficult to be expressed in quantifiable numbers.</td>
<td>managerial</td>
<td>managerial</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Every HRD system developed by an organisation should be based on the following elements of HRM. Those are:</td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
<td>Suitable compensation plan, Selection of the right people, Good performance appraisal system</td>
</tr>
</tbody>
</table>

**Select The Blank**
<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In no phase of business life is ________ as important as in making promotion decisions.</td>
<td>Integrity</td>
<td>Integrity</td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Name the three important components in aligning business strategy with HR practice:</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Business Strategy, Human Resource Practices, Organisational Capabilities</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>What is concerned with developing a pool of candidates in line with the human resources plan</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Recruitment</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Training</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Traditionally, human resources has been perceived as,</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Bureacratic</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Benevolent</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Single Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>The differences in which kind of faiths among the people is hurdle in the HRD</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Religious</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Religious</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>Participation of Mgmt in federations &amp; unions at all levels helps to -</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Strength the trade union movement, maintain Industrial harmony, Develop sound human relations</td>
<td></td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Strength the trade union movement, maintain Industrial harmony, Develop sound human relations</td>
<td></td>
</tr>
<tr>
<td><strong>Multiple Choice Multiple Answer</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Question</strong></td>
<td>What are the factors that warrant the attention for successful implementation?</td>
<td></td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Feedback management, Action planning, Reinforcement of new behaviour</td>
<td></td>
</tr>
<tr>
<td>Question</td>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>---------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Feedback management, Action planning, Reinforcement of new behaviour</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Name the person who lacks the other basic qualities can lead others in the wrong direction.</td>
<td>Leader</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Leader</td>
<td></td>
</tr>
<tr>
<td>Select The Blank</td>
<td>Business re-engineering often shift the power base, changing the 'command - and - control' approach to ________</td>
<td>'Mobilised -and - enable'</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>'Mobilised -and - enable'</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Proactive - and - innovative</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Federation &amp; unions at few levels are managed on the lines of management of a political body</td>
<td>False</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
<td></td>
</tr>
<tr>
<td>Select The Blank</td>
<td>In one organisation the joke making rounds was that managers came in vertically and went out ________</td>
<td>Horizontally</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Horizontally</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Human resource Audit is full-fledged methodology to bring about a change.</td>
<td>False</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
</tr>
<tr>
<td>Multiple Choice Single Answer</td>
<td>Which system emphasis a lot on the need to motivate people</td>
<td>Human Resource Development</td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Human Resource Development</td>
<td></td>
</tr>
<tr>
<td>True/False</td>
<td>Human resource Audit is full-fledged methodology to bring about a change.</td>
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<td>Correct Answer</td>
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<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
<td></td>
</tr>
</tbody>
</table>
### Question
What does a Supervisory Skill Level Survey entail?

**Correct Answer**
Method of measuring training needs of a Co’s supervisors through well designed psychometric tests

**Your Answer**
Method of measuring training needs of a Co’s supervisors through well designed psychometric tests

#### Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Some questions that every corporation needs to address are as follows:-</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>How well are HR practices linked to business goals, Are good HR practices &amp; HRD systems &amp; processed being designed, Are the systems internally sound consistent &amp; relevant</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>How well are HR practices linked to business goals, Are good HR practices &amp; HRD systems &amp; processed being designed, Are the systems internally sound consistent &amp; relevant</td>
</tr>
</tbody>
</table>

#### Select The Blank

| Question | Most HR audit are due to failures of ________.
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Implementation</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Implementation</td>
</tr>
</tbody>
</table>

#### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>What is it that some of the companies have borrowed from professionally managed Cos'</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>HRD practices</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>HRD practices</td>
</tr>
</tbody>
</table>

#### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD audit can give significant inputs about existing stage of accountability of employees.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

#### Multiple Choice Single Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>When employees spend half of the time and / or resources available to them on a second job / occupation for luxuries / comforts it is known as:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Half Moon lighting</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Half Moon lighting</td>
</tr>
</tbody>
</table>

#### True/False

<table>
<thead>
<tr>
<th>Question</th>
<th>If the assessee is transferred after Feb. the immediate superior will complete the appraisal as at 31st Aug.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
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</table>
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the primary objective behind SSL?</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
<td>To not only measure training supervisors by comparing their performance with that of several thousand supervisors in other Cos.</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collecting bargaining is an institutional process for solving problems arising directly out of employee-worker relationships</td>
<td>False</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the concept of groups of employees working towards different goals with little knowledge of other functions or understanding of overall goals of the organisation?</td>
<td>Compartmentalisation</td>
<td>Compartmentalisation</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>List the measures to overcome the HRD problems in India</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
<td>Govt. to take steps to alleviate poverty, Govt. to take steps to accelerate economic development, People to practice religious tolerance</td>
</tr>
</tbody>
</table>
**LIST OF ATTEMPTED QUESTIONS AND ANSWERS**

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Essentials of effective QC's :-</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Prompt approval , Regular communication , Unconditional support</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Prompt approval , Problem collection , Regular communication</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Single Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>The birth of the quality control movement in Japan took place in the early -</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>1960’s</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>1970’s</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>An urgency motivation can be explained by a situation where dynamic profitable organisations foresee a crisis and initiate a radical transformation by breaking status barriers &amp; restructuring organisational relationships.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>A leader who lacks the other basic qualities can lead others in the wrong direction.</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiple Choice Multiple Answer</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>According to Ulrich (1994), today's human resource professionals need to move towards effectively fulfilling the multiple roles of -</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees , Strategic partners , Change agents</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>Employee champions who are able to relate to &amp; meet the needs of employees , Strategic partners , Change agents</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>True/False</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question</strong></td>
<td>Some employees may not like flexibility in horizontal movement from one job to another</td>
</tr>
<tr>
<td><strong>Correct Answer</strong></td>
<td>True</td>
</tr>
<tr>
<td><strong>Your Answer</strong></td>
<td>True</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The capacity to take considerable responsibility, ability to influence and control others and skills in problem solving primarily show:</td>
<td>Managerial competence</td>
<td></td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long range</td>
<td>Beyond 5 years</td>
<td>Beyond 8 years</td>
</tr>
<tr>
<td>Business plans</td>
<td>Data from within the organization</td>
<td>1 year to 5 years</td>
</tr>
<tr>
<td>Immediate</td>
<td>Within 1 year</td>
<td>Data from within the organization</td>
</tr>
<tr>
<td>Intermediate</td>
<td>1 year to 5 years</td>
<td>Beyond 5 years</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The anchor for an individual who is attached to an organisation or a location rather than to work is essentially termed:</td>
<td>Search for security</td>
<td></td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The________ can be made using a checklist of questions</td>
<td>Observation</td>
<td>Questionnaire method</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is it that Moon-lighting by employees, if extensively part taken, affect Human Resource Manager in the future adversely?</td>
<td>Disharmony in individual &amp; organisational goal balance.</td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance counselling refers to the help provided by a manager to his subordinates, it attempts to help the employee in:</td>
<td>Supportive atmosphere, Empathetic atmosphere, Setting goals</td>
<td></td>
</tr>
</tbody>
</table>
**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Politician as the custodian of the nation has the responsibility to protect the interest of all the parties involved in the process of organisation</td>
<td>False</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What should be suggestive and not prescriptive.</td>
<td>Feedback</td>
<td>Feedback</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Representatives of the consumers association besides the representatives of employees &amp; employers have to participate in the meeting of collective bargaining</td>
<td>True</td>
<td>False</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The HRD programmes fail due to poverty, social injustice.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Factor comparison method is regarded as ________ method</td>
<td>complex</td>
<td>complex</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why Companies go for HRD Audit?</td>
<td>Promoting Professionalism</td>
<td>Promoting Management practices</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>________ is a difficult exercise, therefore it should be done with care.</td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>Your Answer</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Potential appraisal</td>
<td>Performance appraisal</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>_______ is route to be followed in order to realise vision and overall purpose.</td>
<td>Strategy</td>
</tr>
<tr>
<td>The _______ management of the organisation is committed to develop the competencies of employees on a continuous basis</td>
<td>Top</td>
</tr>
<tr>
<td>A fee market economy demands a transparent set of laws and _______ something that the archaic Indian judicial system is ill-equipped to cope with</td>
<td>quick disposal of litigation</td>
</tr>
<tr>
<td>People take _______ supportively and use it for development.</td>
<td>Feedback</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The degree to which an individual possesses the innate quality of breath of mind is the most direct indication of the individual's ultimate potential.</td>
<td>True</td>
</tr>
<tr>
<td>After the world War II, 'Made in Japan' became a synonym for shoddy goods, but the TQM concept put it on the map.</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
</tr>
</thead>
<tbody>
<tr>
<td>People take _______ supportively and use it for development.</td>
</tr>
</tbody>
</table>
**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Self-questionnaires is to be filled by whom?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Participant</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Participant</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name one of the drawbacks that can take place while designing the form-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>The rating scale are ambiguous</td>
</tr>
<tr>
<td>Your Answer</td>
<td>The rating scale are ambiguous</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>After the assets and liabilities of each individual is identified, what should be done; some thumb-rules are</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Make out a time bound plan to work on your liabilities, Choose first the liability which is hindering your growth the most, Build your career on your assets</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Make out a time bound plan to work on your liabilities, Choose first the liability which is hindering your growth the most, Build your career on your assets</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The relationship between good HR practices and organisational effectiveness is very simple.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Ranking system measures each job in comparison with other jobs in terms of the relative importance of the following factors:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Supervision &amp; leadership, Co-operation &amp; association outside the line of authority, Probability &amp; consequences of errors</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Supervision &amp; leadership, Leadership &amp; management, Probability &amp; consequences of errors</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What includes in Salary Survey?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Inflation indicators, Salary budget averages, Average salaries</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Average Compensation, Inflation indicators, Average salaries</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question**
In the stage of career development cycle which out of the following approach should be adopted to bridge the gap? Alternatives for the training should include a -

**Correct Answer**
"Swim or Sink approach"

**Your Answer**
Job rotation

### Multiple Choice Single Answer

**Question**
Pfeffer (1998) has identified seven dimensions of successful organisations, name one of them.

**Correct Answer**
Employment security

**Your Answer**
Performance appraisal

### True/False

**Question**
In the orientation phase, all participants are to submit a list of appraisers by whom they would like to be assessed.

**Correct Answer**
True

**Your Answer**
False

### Match The Following

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>To divert manufacturing activities from urban to rural areas</td>
<td>one of the roles of the consumer council</td>
<td>one of the roles of the consumer council</td>
</tr>
<tr>
<td>The mechanism of price fixation</td>
<td>a much neglected sphere of the market</td>
<td>requisites for consumersim</td>
</tr>
<tr>
<td>These are not the days of individualism &amp; unorganisation</td>
<td>unionsim</td>
<td>unionsim</td>
</tr>
<tr>
<td>Knowledge of the subject hand work &amp; a sincere approach</td>
<td>requisites for consumersim</td>
<td>a much neglected sphere of the market</td>
</tr>
</tbody>
</table>

### Multiple Choice Multiple Answer

**Question**
According to Gurucharan Das what should Indian companies focus its effort to emerge winners in the light of the liberalization & globalization?

**Correct Answer**
Be able to capitalize on global trade, Not ignore quality, Product development

**Your Answer**
Be able to capitalize on global trade, Not ignore quality, Product development

### Multiple Choice Multiple Answer

**Question**
Why would management participation in trade union be open to opposition by a few?
<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>What are the common job responsibilities of an executive?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Co-ordinate Training Programme, Keep cost within budget, Publish House Journal</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Co-ordinate Training Programme, Keep cost within budget, Administrative Skills</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>While planning for surplus, the following are the options:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Reduce work hours, Redesign the jobs, Reassign the jobs</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Reduce work hours, Increase work hours, Reassign the jobs</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Analysis of ________ data can give a lot of insights into the HRD assets and liabilities of the company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Secondary</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Primary</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Single Answer</th>
<th>Question</th>
<th>Which management is committed adequately to competency building through multi-rater feedback -</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Top</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Lower</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>What are the action steps for effective Benchmarking?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Identifying the human resources related areas to be benchmarked., Prepare a report that documents the processes, functions, its extent &amp; result areas, Understand why such a study is being conducted</td>
<td></td>
</tr>
<tr>
<td>Your Answer</td>
<td>Identifying the human resources related areas to be benchmarked., To evolve into administrative experts who are able to create efficient HR process &amp; business process, Prepare a report that documents the processes, functions, its extent &amp; result areas</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th></th>
</tr>
</thead>
</table>


<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human resource management is responsible for getting the best people, training and providing mechanism.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Some organisations use ________ &amp; committee management as techniques of training &amp; development for flextime systems</td>
<td>Job rotation</td>
<td>Job rotation</td>
</tr>
</tbody>
</table>

Multiple Choice Multiple Answer

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The traditional methods of performance appraisal lay emphasis on the ratings of individual's personality traits such as -</td>
<td>Initiative, Drive, Creativity</td>
<td>Initiative, Drive, Creativity</td>
</tr>
</tbody>
</table>

True/False

<table>
<thead>
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<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>When individual job description and grade description do not match well, the evaluators classify the job using their subjective judgement.</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

Select The Blank

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>One of the feature HRD goals are, _________ is a perishable commodity</td>
<td>Labour</td>
<td>Labour</td>
</tr>
</tbody>
</table>
### LIST OF ATTEMPTED QUESTIONS AND ANSWERS

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What are the basic features of TQM approach?</td>
<td>Business philosophy based on customer satisfaction. Aims at charging the system. Getting it right the first time &amp; everytime.</td>
<td>Business philosophy based on customer satisfaction. Aims at charging the system. Isolated change mechanism.</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is regarded as the preventive tool in case of any differences of opinions among the members of rating committee.</td>
<td>Job specification</td>
<td>Job analysis</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major sources of recruitment in private sector.</td>
<td>Employee recommendations and advertisement.</td>
<td>Employee recommendations and advertisement.</td>
</tr>
<tr>
<td>SANDOZ INDIA LTD.</td>
<td>Internal Advertising is restored for all vacancies.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
</tr>
<tr>
<td>NATIONAL MACHINERY manufacturers ltd.</td>
<td>Vacancy is filled in by promoting the employees seniority, merits.</td>
<td>Internal Advertising is restored for all vacancies.</td>
</tr>
<tr>
<td>Major sources of recruitment in public sector.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
<td>Scheduled tribes and scheduled castes &amp; employee recommendations.</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What can give significant inputs about existing state of accountability of employees.</td>
<td>HRD audit</td>
<td>TQM Interventions</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The first HRD department in the Indian corporate sector was started in 1975 in Larsen &amp; Toubro (L &amp; T).</td>
<td>True</td>
<td>True</td>
</tr>
<tr>
<td>True/False</td>
<td>Question</td>
<td>Correct Answer</td>
</tr>
<tr>
<td>------------</td>
<td>----------</td>
<td>---------------</td>
</tr>
<tr>
<td></td>
<td>Long range planning are beyond eight years</td>
<td>False</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>True/False</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The benefit of job evaluation is that it lays down the foundation for a rational wage structure</td>
<td>True</td>
<td>True</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>360-Degree Feedback enhances the quality of ________ decisions.</td>
<td>HR</td>
<td>HRD</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The HRD outcomes can influence the organisation's business goals which may be in terms of -</td>
<td>Higher productivity, Satisfied customers, Satisfied stockholders</td>
<td>Cost effectiveness, Higher productivity, Satisfied customers</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Select The Blank</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>________ is indicated by work effort and it should be continuous.</td>
<td>Commitment</td>
<td>Commitment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>360-Degree Appraisal is to get a broad assessment of an individual from different sources, following factors need to be watched at this stage -</td>
<td>Individual learning, Organisational learning, Improved Individual behaviour</td>
<td>Individual learning, Organisational learning, Improved Individual behaviour</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Multiple Choice Multiple Answer</th>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Name some of the strategic role of HR:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Successful HR department will focus on organisational performance. HR's value will be to have the right people ready at right time. The focus of the HR function will be human capital development & organisational productivity.

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>The major issue to be resolved while framing ________ philosophy is whether to promote largely from within the organisation or to hire people from outside at all levels.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Recruitment</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Recruitment</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Companies can offer the option only to employees who are above ________ years of age or have served with the company for 10 years.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>40</td>
</tr>
<tr>
<td>Your Answer</td>
<td>40</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Match The Following**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feedback</td>
<td>It should be data-based and not impressionistic</td>
<td>It should be data-based and not impressionistic</td>
</tr>
<tr>
<td>Rapport building</td>
<td>In this case there is a climate of acceptance &amp; warmth</td>
<td>In this case there is a climate of acceptance &amp; warmth</td>
</tr>
<tr>
<td>Exploration</td>
<td>In this case, the employee should appreciate his strengths &amp; weakness.</td>
<td>These help in gathering more information and in stimulating thinking.</td>
</tr>
<tr>
<td>Action Planning</td>
<td>In this case, the interview should end with specific plans of action for the development of the employee.</td>
<td>In this case, the interview should end with specific plans of action for the development of the employee.</td>
</tr>
</tbody>
</table>
### Multiple Choice Single Answer

**Question** Why is it that today, more so than the past, employees take to Moon Lighting activities?

**Correct Answer** Decreasing purchasing power

**Your Answer** Change in profiles

### Multiple Choice Single Answer

**Question** Every employee also has a succession plan to him, which is also known as -

**Correct Answer** Shadow planning

**Your Answer** Career planning

### Multiple Choice Multiple Answer

**Question** What are the areas where the auditors should physically visit the workplace?

**Correct Answer** Canteens, Living colony, Training rooms

**Your Answer** Cities, Canteens, Living colony

### Multiple Choice Multiple Answer

**Question** The concept of 'quality' underwent numerous refinements, which out of the following pioneered such refinements?

**Correct Answer** Deming, Shewhart, Juran

**Your Answer** Ishikawa, Deming, Shewhart

### Select The Blank

**Question** The job evaluation programme once installed must be continued on a ______ basis.

**Correct Answer** permanent

**Your Answer** periodical

### Multiple Choice Single Answer

**Question** One of the importance of HRD is

**Correct Answer** Role clarity

**Your Answer** Training clarity

### Multiple Choice Single Answer

**Question** Name the process which is continuous and stops only when the organisation ceases to exist

**Correct Answer** Hiring
### Multiple Choice Multiple Answer

**Question**
Highly successful functional benchmarking models developed by the Japanese have been adopted the world over. Name some of Matsushita’s Systems of benchmarking?

**Correct Answer**
Just in Time (JIT), Point of Sale (POS) system, System of divisions (Profit centres) within a centralized banking system

**Your Answer**
Just in Time (JIT), Point of Sale (POS) system, Work Force Solutions (WFS) system

### Select The Blank

**Question**
__________ of more than 1500 managers in Dr. Odiorne’s study were found to be in the Work Horse category

**Correct Answer**
0.79

**Your Answer**
0.85

### Multiple Choice Single Answer

**Question**
Why is it that management should take extra care while framing personnel policies, especially where an employees organisation does exist?

**Correct Answer**
Federations are eveready to challenge management action, particularly with respect to promotions, transfers, seniority

**Your Answer**
Federations are eveready to challenge management action, particularly with respect to promotions, transfers, seniority

### Select The Blank

**Question**
A strong ________ can have a lasting effect and provide sustenance to an organisation.

**Correct Answer**
Culture

**Your Answer**
Culture

### Select The Blank

**Question**
Generally, training need identification forms a part of ________.

**Correct Answer**
Management Appraisal System

**Your Answer**
Training Committee

### Select The Blank

**Question**
__________ is the example of the balanced score card applications in some companies.

**Correct Answer**
AT & T

**Your Answer**
AT & T
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Name the various HRD outcomes variables:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Better organisational health, Better developed roles, Better utilisation of human resources</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Better organisational health, Better developed roles, Better utilisation of human resources</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What is it that can be defined as a written record of the duties, responsibilities and conditions of job.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Job discription</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Job discription</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Ulrich (1994) says: The idea of utilising human resource as a strategic business partner is still at a level of ________ rather than reality.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Rhetoric</td>
</tr>
<tr>
<td>Your Answer</td>
<td>latency</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>What forms the last phase of the 360-degree feedback exercise</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Individual counselling</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Individual counselling</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>HRD audit can also be used against the HRD department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Organizations gear most of their management succession activities to the immediate past.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Employee’s organisations in India have their impact on various aspects, policies pertaining to human resources management of various industries</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>----------------</td>
<td>------</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>True / False</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td>Your Answer</td>
<td>True</td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

| Question | According to shroff (1995) the government needs to focus on three areas which are likely to influence the effective implementation of the economic policy, they are |
|          | Inadequate institutional reform, the speed and sequence of reform measures, Inadequacies in the communication & political management of these measures |
| Correct Answer | Inadequate institutional reform, the speed and sequence of reform measures, lack of directional support |
| Your Answer    | Inadequate institutional reform, the speed and sequence of reform measures, lack of directional support |

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Accounting is a management science group, what are the managers perceived as,</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Decision-maker</td>
</tr>
<tr>
<td>Your Answer</td>
<td>Decision-maker</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>The reviewer has the prime role of recording major appraisal details.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>False</td>
</tr>
<tr>
<td>Your Answer</td>
<td>False</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>How can management representatives essentially help employees’ organisations?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>Formulation of plans &amp; providing information</td>
</tr>
<tr>
<td>Your Answer</td>
<td>By taking on the role of facilitators</td>
</tr>
</tbody>
</table>

**True/False**

<table>
<thead>
<tr>
<th>Question</th>
<th>Organisations presently are taking measures to satisfy the workers through various methods including the schemes of worker &amp; participation in management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Correct Answer</td>
<td>True</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>There are companies where the HR department lists out the raters by</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
<td>Letter from the administrator, Letter from the participant soliciting feedback, Self addressed envelope from the administrator</td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>In an emerging scenario, necessitating speed, flexibility, quality and</td>
<td>As strategic business partner</td>
<td>As a supportive role</td>
</tr>
<tr>
<td>willing ability to change, what sort of role does human resource personnel critically need to take on?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Single Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Which practices are service related and human resources related?</td>
<td>Organisational</td>
<td>Organisational</td>
</tr>
</tbody>
</table>

**Select The Blank**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under training and development plan, the form is to be prepared in</td>
<td>Duplicate</td>
<td>Structured</td>
</tr>
<tr>
<td>form.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Multiple Choice Multiple Answer**

<table>
<thead>
<tr>
<th>Question</th>
<th>Correct Answer</th>
<th>Your Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>A key HR role in the firm will be multidisciplinary consulting around</td>
<td>Individual, Team, Business unit</td>
<td>Individual, Team, Business unit</td>
</tr>
</tbody>
</table>
Multiple Choice Multiple Answer
Question: What are the needs for Quality Audit?
Correct Answer: It provides a benchmark as to the performance of the quality system.
Your Answer: It constitutes a permanent record of the progress in achieving the goals of quality.

Multiple Choice Multiple Answer
Question: Under the point method, key jobs are selected, each sub factor is then defined in the order of importance preferable along a scale, factors generally considered are:
Correct Answer: Skill, Efforts, Accountability
Your Answer: Skill, Efforts

Multiple Choice Single Answer
Question: Name the Questions which enable the superior to verify that he has correctly heard.
Correct Answer: Paraphrasing
Your Answer: Paraphrasing

Select The Blank
Question: The role of the organisation in career planning is to introduce & strengthen systems to ensure ________ of employees
Correct Answer: Career Progression
Your Answer: Career Progression

True/False
Question: Under point method, common factors to all the jobs are identified.
Correct Answer: True
Your Answer: False

Multiple Choice Single Answer
Question: A candidate immediately after completing his school / college education joins an organisation in lower level position. Later he finds it difficult to make both ends meet as his family grows & thus takes up a part time job or business, etc during his off-hours, this part of moon lighting is called:
Correct Answer: Quarter Moon Lighting
Your Answer: Quarter Moon Lighting

Select The Blank
Question: ________ means every employee is an active participant in goal attainment.
Correct Answer: Employee involvement
Your Answer: Employee involvement

Multiple Choice Single Answer
Question: One of the importance of HRD is
Correct Answer: Role clarity
Your Answer: Role clarity

True/False
Question: The first HRD department in the Indian corporate sector was started in 1975 in Larsen & Toubro (L & T).
Correct Answer: True
Your Answer: False
Multiple Choice Single Answer
Question  T. Thomas said," I became chairman of this company in 1973 at the age of 45". Name the company.
Correct Answer  Hindustan Level
Your Answer  Hindustan Level

Multiple Choice Multiple Answer
Question  Performance counselling should not give a chance in discussion like -
Correct Answer  Increments , Salaries , Rewards
Your Answer  Increments , Salaries , Rewards

Multiple Choice Single Answer
Question  Which system emphasis a lot on the need to motivate people
Correct Answer  Human Resourse Development
Your Answer  Human Resourse Planning

Multiple Choice Single Answer
Question  The function/task of ensuring that all sections are filled in, & the evidence is sufficiently complete is that of the -
Correct Answer  Reviewer
Your Answer  Reviewer

Multiple Choice Multiple Answer
Question  What are the casues for unsound functioning of Indian Tarde unions?
Correct Answer  Mulitple unions , Category wise unions , Intra & inter union rivalry
Your Answer  Mulitple unions , Category wise unions , Intra & inter union rivalry

Multiple Choice Single Answer
Question  The differences in which kind of faiths among the people is hurdle in the HRD
Correct Answer  Religious
Your Answer  Religious

Multiple Choice Single Answer
Question  Name the technique used by the point system and factor comparison system to list the job.
Correct Answer  Quantitative
Your Answer  Quantitative

Multiple Choice Single Answer
Question  Such a first attempt was made by the Congreec Government, but who was the main person behind such a revolution in policies?
Correct Answer  Narasinha Rao
Your Answer  P. Chidarambaram

Select The Blank
Question  ________ is route to be followed in order to realise vision and overall purpose.
Correct Answer  Strategy
Your Answer  Strategy

True/False
Question  Giving a business group exposure when the boss goes on long leave, or long training etc is a good mechanism of career planning
Correct Answer  False
Your Answer  False

True/False
Question  The main focus of attention today is the employee.
Correct Answer  False
Your Answer  True