



**SIDDHARTH INSTITUTE OF ENGINEERING & TECHNOLOGY:: PUTTUR
(AUTONOMOUS)**

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QUESTION BANK (DESCRIPTIVE)

Subject with Code: HRM (20MB008)

Course & Branch: MBA

Regulation: R20

Year & Sem: I-MBA II-Sem

Unit-1

HUMAN RESOURCE MANAGEMENT

1	Define HRM and discuss its nature and scope.	[L1, CO1]	10M
2	What are the functions of HRM? Explain.	[L1, CO1]	10M
3	Define HRM. Explain the principal of HRM	[L2, CO1]	10M
4	Define human resource management. Explain the significance of human resource management.	[L2, CO1]	10M
5	Elucidate the significance of HRM and its benefits to an organization	[L4, CO1]	10M
6	Explain the policies and strategies of human resource management	[L2, CO1]	10M
7	Define 'Human Resource Management' and trace its evolution. Elaborate critically the challenges associated with HRM in India.	[L5, CO1]	10M
8	Explain the strategic importance of HRM and different strategies of HRM in detail.	[L4, CO1]	10M
9	Define policies. Explain the types of human resource policies.	[L3, CO1]	10M
10	Distinguish between personnel management and HRM.	[L2, CO1]	10M

Unit-2
Recruitment and Selection and Performance Management

1	Explain about the methods and sources of recruitment	[L2, CO2]	10M
2	Elaborate on Job analysis and job enrichment	[L3, CO2]	10M
3	What is selection and explain the process of selection?	[L1, CO2]	10M
4	Enlist the methods of performance appraisal and explain any one of the methods in detail.	[L4, CO2]	10M
5	Explain various tests used in selection process.	[L3, CO2]	10M
6	What is meant by selection? Explain the process of selection in detail	[L1, CO2]	10M
7	Define induction and process of induction process in the company. State its importance.	[L3, CO2]	10M
8	Explain the steps in recruitment and selection.	[L4, CO2]	10M
9	Narrate MBO and 360 ⁰ employee performance appraisals	[L3, CO2]	10M
10	Explain the different types of interviews in selection process	[L3, CO2]	10M

Unit-3
Training and Development

1	How do you identify the need for training in an organization? Give a brief account of significance of training in an organization.	[L1, CO3]	10M
2	What is the need for training and development? Explain the objectives of training and development	[L3, CO3]	10M
3	What is training? Elucidate the procedure involved in analyzing the training needs.	[L3, CO3]	10M
4	Discuss various on-the-job and off-the-job training methods.	[L3, CO3]	10M
5	Explain the significance and process of career planning and development	[L3, CO3]	10M
6	Elucidate the different techniques used in human resource development.	[L4, CO3]	10M
7	Explain the steps involved in the evaluation of a Training Program.	[L2, CO3]	10M
8	How employee compensation will be determined? Justify different types of compensation	[L4, CO3]	10M
9	Explain the mechanism of wage and salary administration	[L2, CO3]	10M
10	What are Fringe benefits? Summarize the benefits given to the employees.	[L4, CO3]	10M

Unit-4
Contemporary Issues in HRM

1	Elucidate on the importance of work life balance in the current day scenario.	[L4, CO4]	10M
2	What is diversity management? Give a brief account of the prerequisites for managing the diversity at the work place.	[L1, CO4]	10M
3	Define talent management. Discuss about the talent management process used in the organizations.	[L3, CO4]	10M
4	Make a note on the talent management initiatives. What are the benefits of talent management for the organization as well as for employees?	[L2, CO4]	10M
5	Define quality of work life. What is the necessity of maintaining quality of work life? Prepare a questionnaire to assess the quality of work life of employees.	[L5, CO4]	10M
6	What is QWL? Plan the improvement of quality of work life for employees in an educational institution.	[L6, CO4]	10M
7	What is competency mapping? Briefly discuss the methods of competency mapping	[L3, CO4]	10M
8	Employer branding is one of the concepts that speaks about the climate in the organization. Discuss.	[L4, CO4]	10M
9	Give a brief note on the fundamentals of employer branding.	[L1, CO4]	10M
10	Write short notes on (a) Quality of Work Life (b) Competency mapping (c) Employer branding.	[L1, CO4]	10M

Unit-5**Industrial Relations**

1	What is collective bargaining? Elucidate on the importance of collective bargaining in the maintenance of industrial relations.	[L1, CO5]	10M
2	Discuss the causes and effects of grievance. Outline the features of a grievance procedure and the steps involved in it.	[L4, CO5]	10M
3	What is Employee Separation? Describe the various methods of employee separation.	[L3, CO5]	10M
4	Explain the importance of maintenance of employee safety and health in the workplace.	[L1, CO5]	10M
5	What are the health problems faced by the employees in the present-day scenario? What remedial measures do you suggest in maintaining employee health at the workplace?	[L4, CO5]	10M
6	What are Industrial Relations? Explain its objectives.	[L1, CO5]	10M
7	Explain the significance of industrial disputes act 1947.	[L1, CO5]	10M
8	What are the objectives of industrial disputes act? Discuss.	[L1, CO5]	10M
9	Give a brief account on the salient features of industrial disputes act 1947.	[L2, CO5]	10M
10	Collective bargaining process is not effective in maintaining industrial relations in India when compared to advanced countries. Discuss.	[L5, CO5]	10M

1. Case study:

10M

Mr. Sharma has a small business set up employing 100 workers. Now he is planning to further expand his workforce. He discusses the situation with the new human resource manager of the organization. He expresses his interest to have a mix of old people who have a better understanding of the running processes and new joiner who are more tech savvy and hold professional.

Question: Assuming that you are a human resource manager, what would you suggest Mr. Sharma so that he is able to manage his human resource efficiently?

2. Case Study:

One of the first things Sandy Caldwell wanted to do in his new position at Hathaway Manufacturing was to improve productivity through team work at every level of the firm. As the new human resource manager for the suburban plant, Sandy set out to change the culture to accommodate the team-based approach he had become so enthusiastic about in his most recent position. Sandy started by installing the concept of team management at the higher level, to oversee the operations of the entire plant. The new management team consisted of manufacturing, distribution, planning, technical and human resource plant managers. Together they developed a new vision for the 500-employee facility, which they expressed in the simple phrase "Excellence Together". They drafted a new mission statement for the firm that focused on becoming customer driven and team based, and that called upon employees to raise their level of commitment and begin acting as "owners" of the firm. The next step was to convey the team message to employees throughout the company.

The communication process went surprisingly well, and Sandy was happy to see his idea of a "workforce of owners" begin to take shape. Teams trained together, developed production plans together and embraced the technique of 360-degree feedback, in which an employee's performance evaluation is obtained from supervisors, subordinates, peers, and internal or external customers. Performance and morale improved and productivity began to tick upward. The company even sponsored occasional celebrations to reward team achievements, and the team structure seemed firmly in place. Sandy decided to change one more thing. Hathaway's long-standing policy had been to give all employees the same annual pay increase. But Sandy felt that in the new team environment, outstanding performance should be the criterion for pay raises. After consulting with CEO Regina Cioffi, Sandy sent a memo to all employees announcing the change to team-based pay for performance.

The reaction was immediate and 100% negative. None of the employees was happy with the change, and among their complaints, two stood out. First, because the 360-degree feedback system made everyone responsible in part for someone else's performance evaluation, no one was comfortable with the idea that pay raises might also somehow be linked to peer input. Second, there was a widespread perception that the way the change was decided upon, and the way it was announced, put the firm's commitment to team effort in doubt. Simply put, employees felt left out of the decision process. Sandy and Regina arranged a meeting for early the next morning. Sitting in her office over their coffee, they began a painful debate. Should the new policy be rescinded as quickly as it was adopted, or should it be allowed to stand?

- Questions: (a) Does the new pay-for-performance plan seem like a good idea? Why or why not?
(b) What advice would you give Regina and Sandy as they consider their decision?

3. Case study:

Praneeth Industries Limited, Kolkata is producing electric bulbs, water coolers, air coolers and refrigerators. Recently it added a new line of production i.e., electric motor both for domestic and agricultural purposes. It needed one electric engineer with B.Tech qualification to look after the new plant producing electric motors. Presently five electric engineers with B.E qualification as assistant engineers are working in the existing plant. The company advertised for the post of chief engineer (electrical) for its new plant. It received twelve applications out of which five are from the assistant engineers working in the existing plant.

The company used techniques of preliminary interviews, tests, final interview and medical examinations and finally selected Mr.Krishna Swamy, employed in the existing plant of the company. He is fourth in the seniority list of the assistant engineers in the present plant. The company served the appointment order to Mr.Swamy and he jointed as chief engineer in the new plant. But the three assistant engineers in the existing plant moved the issue to the court of law contesting that the selection of Mr.Krishna Swamy is not valid as he is not the senior one among the assistant engineers in the existing plant .

Questions:

- (a) What would be the management version in the case?
- (b) Predict the court judgment regarding this issue.