

Online Examinations (Even Sem/Part-I/Part-II Examinations 2020 - 2021)

Course Name - –Human Resource Management

Course Code - BBA402

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Answer all the questions. Each question carry one mark.

9. 1. Which of the following includes five basic functions—planning, organizing, staffing, leading, and controlling

Mark only one oval.

- A job analysis
- Strategic management
- The management process
- Adaptability screening

10. 2. Romila, a manager, delegates the authority for a project to Ramesh, her subordinate. Romila is most likely involved in which function of the management process?

Mark only one oval.

- staffing
- organizing
- motivating
- leading

11. 3. When managers use metrics to assess performance and then develop strategies for corrective action, they are performing the _____ function of the management process.

Mark only one oval.

- Planning
- Leading
- Controlling
- Organizing

12. 4. The actual achievements compared with the objectives of the job is

Mark only one oval.

- Job performance
- Job evaluation
- Job description
- None of the above

13. 5. HRM is _____

Mark only one oval.

- staff functions
- A line function
- A staff function, line function and accounting function
- All of the above

14. 6. Finding ways to reduce _____ is a key responsibility of management

Mark only one oval.

- Dissatisfaction
- Uncertainty
- Stress
- None of the above

15. 7. Which is the Human Relation Policy?

Mark only one oval.

- Open communication
- Common interest
- Mutual acceptance
- None of the above

16. 8. A company's ' HR' department can create an advisory relationship through

Mark only one oval.

- line authority
- staff authority
- hiring authority
- none of the above

17. 9. Which of the following options is an important issue in the definition of communication

Mark only one oval.

- Transmission and reception of messages
- Involvement of people
- Process of communication
- All of the above

18. 10. Which one is not a managerial function of HRM?

Mark only one oval.

- Planning
- Compensation
- Directing
- Organizing

19. 11. Which one does not fall under compensation function of HRM?

Mark only one oval.

- Wage & salary administration
- Bonus
- Induction
- Incentive

20. 12. _____ is the process of forecasting an organisations future demand for, and supply of, the right type of people in the right number.

Mark only one oval.

- Human Resource Planning
- Recruitments
- Human Resource Management
- Human Capital Management

21. 13. A process that is used for identifying and developing internal people with the potential

Mark only one oval.

- Highly talented personnel
- Investing in human resources
- Succession planning
- None of the above

22. 14. What is the major issue faced while doing personal planning

Mark only one oval.

- Type of information which should be used in making forecasts
- Types of people to be hired
- Multiple positions to be filled
- All of the above

23. 15. Environmental uncertainties is one of the factors that affects

Mark only one oval.

- HRM
- SHRM
- HRP
- HRD

24. 16. Resistance from employees is _____ to HRP

Mark only one oval.

- Objective
- advantage
- scope
- Disadvantage

25. 17. Series of positions that a person occupies throughout the life regarding job is classified as

Mark only one oval.

- organization planning
- careers
- career planning
- learning plans

26. 18. Self-assessment test in which the employees were asked about the preferences regarding occupation is classified as

Mark only one oval.

- tactile interest inventory
- swat test of career
- strong vocational interest inventory
- Lindzey study of values

27. 19. The poor quality of selection will mean extra cost on _____ and supervision

Mark only one oval.

- Training
- Recruitment
- Work quality
- None of the above

28. 20. Which of these is the most important external factor governing recruitments?

Mark only one oval.

- Sons of soil
- Labour market
- Unemployment rate
- Supply and demand

29. 21. Which is not an advantage of internal Source of recruitment

Mark only one oval.

- Time saving
- New blood
- Less expensive
- increased car

30. 22. _____ is not an internal source of recruitment

Mark only one oval.

- Promotion
- Transfer
- Job rotation
- Departmental exam

31. 23. _____ is a selection test to judge the coordination between hands & eye

Mark only one oval.

- Personality test
- Intelligence Test
- Psycho motor test
- None of the above

32. 24. Campus selection is a _____ source of recruitment

Mark only one oval.

- Fresh
- Modern
- External
- Internal

33. 25. Speed of Hiring is an advantage of _____

Mark only one oval.

- Internal Source of Recruitment
- External Source of Recruitment
- Psycho motor test
- Mental Ability Test

34. 26. How does training and development offer competitive advantage to an organisation?

Mark only one oval.

- Removing performance deficiencies
- Deficiency is caused by a lack of ability
- Individuals have the aptitude and motivation to learn
- None of the above

35. 27. Which of these is an off - the - job training method?

Mark only one oval.

- Television
- Job rotation
- Orientation training
- Coaching

36. 28. A systematic method to teach skills for job while presenting facts and getting feedback is called

Mark only one oval.

- job rotation
- off the job training
- job instruction training
- programmed learning

37. 29. _____ is an objective assessment of an individual's performance against well-defined benchmarks

Mark only one oval.

- Performance Appraisal
- HR Planning
- Information for goal identification
- None of the above

38. 30. Which of the following is an alternate term used for performance appraisal?

Mark only one oval.

- Quality and quantity of output
- Job knowledge
- Employee assessment
- None of the above

39. 31. Which of these is the main purpose of employee assessment?

Mark only one oval.

- Making correct decisions
- To effect promotions based on competence and performance
- Establish job expectations
- None of the above

40. 32. Successful defenders use performance appraisal for identifying _____.

Mark only one oval.

- Staffing needs
- Job behaviour
- Training needs
- None of the above

41. 33. What do successful analysers tend to examine?

Mark only one oval.

- Division and corporate performance evaluation
- Current performance with past performance
- Ideal appraisal process
- None of the above

42. 34. Which of these is an issue while designing an appraisal programme?

Mark only one oval.

- Quality
- What methods of appraisal are to be used
- Quantity
- Cost of effectiveness

43. 35. When appraisals are made by superiors, peers, subordinates and clients then it is called ____.

Mark only one oval.

- 360 degree feedback
- 180 degree feedback
- Self - appraisal
- None of the above

44. 36. Which is the simplest and most popular technique for appraising employee performance?

Mark only one oval.

- Rating Scales
- Critical Incident
- Cost accounting
- BARS

45. 37. The performance Appraisal method BARS stands for

Mark only one oval.

- Behavioral Attitude rating system
- Behavioral Attitude
- Behavioral Aptitude Ranking System
- Behavioral Anchored Ranking Scale

46. 38. "If a worker has few absences, his supervisor might give him a high rating in all other areas of work" this is an example of _____ bias in Performance Appraisal

Mark only one oval.

- Halo effect
- Central Tendency
- Personal Biases
- Stereo Typing

47. 39. Modern method of performance appraisal does not include

Mark only one oval.

- BARS
- Assessment center
- MBO
- 360

48. 40. What evaluates whether human resource programs being implemented in the organization have been effective?

Mark only one oval.

- Performance appraisal
- Feedback
- Survey
- Exit interviews

49. 41. Benefits of Performance Appraisal to the organisation does not include

Mark only one oval.

- Documentation
- Legal protection
- Motivation
- Performance review

50. 42. _____ is a systematic approach to providing monetary value to employees

Mark only one oval.

- Salary
- Allowances
- Compensation
- Rewards

51. 43. Which are the three types of equities mentioned in the equity theory?

Mark only one oval.

- Internal
- External
- Individual
- All of the above

52. 44. What is the alternate name for incentives?

Mark only one oval.

- Gratuity
- Paid holidays
- Payments by result
- None of the above

53. 45. Which of these is an immediate consequence of pay dissatisfaction?

Mark only one oval.

- Strikes
- Grievances
- Turnover
- Job dissatisfaction

54. 46. Which of the following is a challenge mentioned in remuneration?

Mark only one oval.

- Employee participation
- Pay secrecy
- Comparable worth
- All of the above

55. 47. Rights reserved with the employers such as direct, control and manage its business are called

Mark only one oval.

- Management rights
- Provision rights
- Mandatory provisions
- Union security provision

56. 48. Bargaining issues that are identified by laws and court decisions are classified as

Mark only one oval.

- Provision security issues
- Illegal issues
- Permissive issues
- Mandatory issues

57. 49. Industrial Relation refer to :

Mark only one oval.

- Central Government and State Government relations.
- Employer, Employees and Government relationship.
- Management and Customers relationship.
- Government and Public relations.

58. 50. Which one of the following cannot be included under the purview of industrial relations?

Mark only one oval.

- Relations between trade unions and trade unions
- Relations between employers and trade unions
- Relations between employers and customers
- Relations between state, employer and trade unions

59. 51. Which of the following is said to be an important aspect of industrial relations?

Mark only one oval.

- Profit and loss of the organisation
- Future expansion programme
- Conflict and co-operation.
- Quality Control

60. 52. Which of the following areas cannot be directly included in the field of industrial relations?

Mark only one oval.

- Trade Union Recognition
- Strike and Lock-out
- Minimum wages, Fair wages and Living wages.
- Collective bargaining

61. 53. Conciliation is a method in which a third person:

Mark only one oval.

- Mediates in and persuades the parties to come to an amicable settlement.
- Listens to both the parties and gives his own decision
- Gives his decision without listening to the parties.
- None of the above

62. 54. The history of conciliation started in India from:

Mark only one oval.

- The Employers and Workmen (Disputes) Act, 1980.
- The Trade (Disputes) Act, 1929.
- The Defence of India Rules, 1940.
- The Industrial Disputes Act, 1947.

63. 55. The conciliation officer generally concludes his proceeding within:

Mark only one oval.

- Ten Days
- Fourteen days.
- One month.
- Two months.

64. 56. Which one of the following cannot be said to be an industrial dispute

Mark only one oval.

- Disputes between employer and employer.
- Disputes between employer and workmen.
- Disputes between workmen & workmen
- Disputes between employer and the customer.

65. 57. Which one of the following is the last weapon in the hands of workers:

Mark only one oval.

- Lay-off.
- Lock-out.
- Closure
- Strike

66. 58. Lockout is:

Mark only one oval.

- A reward
- An industrial action.
- An incentive.
- None of the above

67. 59. A lockout in an industry is declared by:

Mark only one oval.

- Union Government
- State Government.
- Management
- Trade Union.

68. 60. Wild cat strike means:

Mark only one oval.

- A strike declared suddenly and without prior notice.
- Workers resorting to violence during the strike.
- A strike declared with the prior notice.
- Standing demonstration at the gate of organization.

69. 61. Retrenchment in organizations employing less than 100 workers can be done only when:

Mark only one oval.

- The workmen has been given at least one month notice in writing indicating the reasons of retrenchment or wages in lieu of notice.
- The workmen has been paid retrenchment compensation.
- A notice served on the appropriate government.
- All the these

70. 62. There will be no need of notice of retrenchment if:

Mark only one oval.

- The worker has committed a minor misconduct.
- If he is a trade union member.
- If he has not completed his one year of continuous service.
- None of these

71. 63. The provisions regarding closure have been given under:

Mark only one oval.

- Trade union Act, 1926.
- Industrial disputes act, 1947.
- Industrial Employment (Standing Order) Act, 1948
- None of these

72. 64. Closure means _____

Mark only one oval.

- Closing down the place of work for a short period.
- Closing down the place of employment permanently.
- Suspension of work due to shortage of raw materials.
- Refusal to give employment due to industrial disputes.

73. 65. An interim or a final determination of any industrial dispute by any Labour Court is known

Mark only one oval.

- Agreement
- Settlement
- Award
- Judgment

74. 66. Which of the following is known as industrial conflict?

Mark only one oval.

- Strike & Lock-out.
- Picketing
- Go-slow.
- All of these

75. 67. Which of the following weakens collective bargaining

Mark only one oval.

- Inter-union rivalries
- Absence of a collective bargaining legislation
- Hostility among the parties
- All of these

76. 68. According to V.V.Giri, which one is the best method for the settlement of industrial disputes?

Mark only one oval.

- Conciliation
- Mediation
- Adjudication
- Collective Bargaining.

77. 69. Which of the following representatives are not included in the process of collective bargaining?

Mark only one oval.

- Employers' representatives
- Workers' representatives.
- Government Representatives
- None of these

78. 70. Agreement through which terminated employees agree to get benefits in exchange of not to sue employers, is classified as

Mark only one oval.

- Separation agreement
- Contractual agreement
- Statutory agreement
- Non separable agreement

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