

B.Com (H) 3rd Sem		Option				
MCQ- Human Resource Management (205)						
S.NO	Question	A	B	C	D	ANSWER
1	Which of these activities are not included in the scope of human resource management?	Job analysis and design	Motivation and communication	Safety and health	Organizational structure and design	D
2	Organisations need to evolve HR policies as they ensure _____ and _____ in treating people.	Constancy and similarity	Intention and safety	Consistency and uniformity	None of the above	C
3	Personal Management is	continious	Routine	Multidisciple	Proactive	B
4	KSA represent	Knowledge, Skill, Attitude	knowledge, System, Attitude	Knowledge, Skill, Approach	Knowledge, skill, Aptitude	A
5	HR professionals has to be skilled in the art of _____.	Clarifying	Handling people	Maintaing Relationship	(C) Both (A) and (B)	D
6	What answer below is NOT involved with a coach/student relationship?	Long-term relationship	Skill development	Short-term relationship	Management involvement	D
7	_____ helps to develop Job design.	Job analysis	Job rotation	Job enlargement	Job enrichment	A
8	Which among the followings is a method of training?	Job enrichment	Job enlargement	Job rotation	none of above	D
9	Formal group may take the form of —	command groups	Task Groups	Functional Groups	All of the above	D
10	_____ is the process of collecting job related information.	Job analysis	Job design	Methods of collecting job data	None of the above	A
11	Which of the following is a benefit of job analysis?	Laying the foundation for performance appraisal	Laying the foundation for safety and health	Laying the foundation for employee hiring	All of the above	D
12	The focus of job analysis is on the individual and not	TRUE	FALSE			B

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13	Which of the following factors state the importance of the Human Resource Planning?						Creating highly talented personnel	International strategies	esistance to change and move	All of the above	D
14	_____ is the process of estimating the quantity and quality of people required to meet future needs of the						Demand forecasting	Supply forecasting	Environmental forecasting	None of the above	A
15	The poor quality of selection will mean extra cost on _____ and supervisi on.						Training	Recruitment	Work quality	None of the abov	A
16	Selection is _____ in its application as much as it seeks to eliminate as many unqualified applications as						Both negative and positive	Positive	Negative	None of the above	C
17	Selection is now						Unplanned	Outsourced	Centralised	None of the above	C
18	Employee referral is_____ .						an internal method of recruitment	an indirect method of recruitment	third party method of recruitment	an internet recruiting	A

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19	Health insurance, retirement pension, payment for overtime, etc., are _____.		base pay	variable pay	benefits	all of these	C
20	_____ helps to develop Job design.		job analysis	job rotation	job enlargement	Moods	A
21	_____ refers to the learning opportunities designed to help employees grow.		Training	Development	Education	All of the above	B
22	How does training and development offer competitive advantage to an organisation?		Removing performance decencies	Deficiency is caused by a lack of ability	Individuals have the aptitude and motivation to learn	None of the above	A
23	Which of the following is a benefit of employee training?		Improves morale	Helps people identify with organisational goals	Provides a good climate for learning, growth and co - ordination	None of the above	B
24	Which of this is a step in training process?		KSA deficiency	Provide proper feedback	Obstacles in the system	Use of evaluation models	D
25	Which of these is an off - the - job training method?		Television	Job rotation	Orientation training	Coaching	A
26	Compensation can be _____ benefits.		Monetary	Non-monetary	both ‘a’ and ‘b’	None of the above	C
27	Which of the following factor influence(s) employee compensation?		Labour market	Cost of living	Labour unions	All of the above	D
28	_____ is an objective assessment of an individual's performance against well-defined benchmarks.		Performance Appraisal	HR Planning	Information for goal identification	None of the above	A
29	When appraisals are made by superiors, peers, subordinates and clients then it is called _____.		360 degree feedback	80 degree feedback	Self - appraisal	None of the above	A
30	Under the Health and Safety at Work Act etc. 1974 which of the following have a duty to work safely		Employers only	Employees only	The general public	All people at work	D
31	What is a Strategic Human Resources Management?						

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32	Explain the term Industry Relationship?						
33	Explain the term flexi time						
34	Define career Development concept in HRM						
35	How performance appraisal can contribute to a						

