

DKM COLLEGE FOR WOMEN (AUTONOMOUS)

DEPARTMENT OF MANAGEMENT STUDIES

QUESTION BANK

SUB : ELEMENTS OF HRM

CLASS : I MA HRM

SECTION-A (5 MARKS)

1. Why HRM is important?
2. What is personnel Management?
3. What is the difference between HRM and Personnel Management?
4. What are the objectives of HRM?
5. What is Human Resource Planning?
6. Write a note on Job Analysis?
7. What is Job specification and Job description?
8. Write a note on Recruitment and selection.
9. What is career planning?
10. What is manpower planning?
11. Write a note on career development.
12. What is placement and Induction?
13. What is Training?
14. Why do organizations need training?
15. What is executive development?
16. What do you mean by succession planning?
17. What is meant by performance appraisal?
18. What is performance management?
19. Define transfer.
20. What is Promotion?
21. What is meant by demotion?
22. What are the objectives of performance appraisal?
23. What is wage?
24. Define salary.
25. What are the main functions of wage board?
26. What are the various types of fringe benefits offered by an Organization?

to its employees?

27. What is meant by employee welfare?
28. What are the safety measures to be adopted by any industry?
29. Write a note on employee welfare?
30. What is Health management?
31. What are grievance procedures to be adopted by an industry?
32. What do you mean by redressal of grievances?
33. What are the objectives of industrial relations?
34. What are the main reasons behind poor industrial relations?
35. What are the characteristics of industrial relations?
36. What are the features of trade unions in India?
37. What are the rights and privileges of a registered trade union?
38. What is the nature of trade union?
39. How will you prevent industrial disputes?
40. What are the main causes of industrial disputes?
41. What is collective bargaining?
42. Write a note on settlement of industrial disputes?
43. What is arbitration?
44. State some steps for good industrial relations.

SECTION-B (15 MARKS)

1. Write about the concept of HRM?
2. Explain HRM functions.
3. What are the qualities of the manager?
4. Write in detail about strategic HRM.
5. Write about the importance of HRP.
6. What are the barriers to HRP and how will you make HRP effective?
7. Explain the process of Job Analysis
8. What are the different sources of Recruitment?
9. Explain the process of selection.
10. What are the different types of selection tests? Write about different types of interview.

11. What are the steps involved in interview proven?
12. What in the difference between career planning and manpower planning?
13. What are the benefits of career planning?
14. Explain the process of career planning.
15. What in the importance of training?
16. Explain different methods of training.
17. Write in detail about different methods of performance appraisal.
18. Write about different methods of wage payment.
19. What are the different types of financial incentives.
20. What in meant by occupational hazards?
21. How can you measure and record industrial accidents? Identify the factors that lead to industrial accidents?
22. What do you mean by safety measures?
23. What in meant by industrial diseases?
24. What are the different approaches to industrial relations?
25. What are the various parties involved in industrial relations?
26. What are the objectives and function of trade unions?
27. Discuss about trade union movement in India.
28. Discuss the liabilities and privileges of a registered trade union.
29. What are the causes of industrial disputes in India?
30. Explain collective bargaining. Discuss the need for collective Bargaining India.
31. Explain process a collective bargaining?
32. What are the legal provisions for settling industrial disputes in India?
33. Distinguish between arbitration and adjudication?
34. Discuss the steps involved in Job evaluation process.
