

SRM VALLIAMMAI ENGINEERING COLLEGE

(An Autonomous Institution)

SRM Nagar, Kattankulathur – 603 203

DEPARTMENT OF MANAGEMENT STUDIES

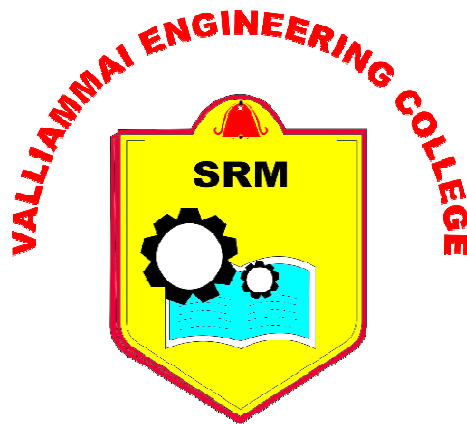
QUESTION BANK

II SEMESTER

BA3264 – HUMAN RESOURCE MANAGEMENT

Regulation – 2023

Academic Year 2024 - 2025



Prepared by

Dr.K.Sentamilselvan - Professor

Dr. J. Anand - Associate Professor

Dr. D. Mohanraj - Asst. Professor

Course Coordinator: Dr. Latha.K - Associate Professor

UNIT – I – PERSPECTIVES IN HUMAN RESOURCE MANAGEMENT

SYLLABUS: Evolution of Human resource management – The importance of the People Management – Role of Human resource manager – Challenges of HR manager - Human resource policies – HR Structure and Strategy in MNCs – Diversity and inclusive growth.

PART- A

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define HRM.	CO1	Level 1	Remembering
2.	Relate the functions of HRM.	CO1	Level 2	Understanding
3.	Outline the characteristics of HRM.	CO1	Level 2	Understanding
4.	What is the scope for HRM?	CO1	Level 1	Remembering
5.	List the objectives of HRM.	CO1	Level 1	Remembering
6.	What are the challenges faced by HR Manager?	CO1	Level 1	Remembering
7.	Differentiate between HRM and Personnel Management.	CO1	Level 2	Understanding
8.	Define HR Policy.	CO1	Level 1	Remembering
9.	Illustrate the role of HR Manager.	CO1	Level 2	Understanding
10.	State the importance of Human factor in the Organization.	CO1	Level 1	Remembering
11.	Recall the types of HR Policies.	CO1	Level 1	Remembering
12.	Why HR Policies are inevitable?	CO1	Level 2	Understanding
13.	What is E-HRM?	CO1	Level 1	Remembering
14.	Interpret the importance of HR Manager as Business developer.	CO1	Level 2	Understanding
15.	What is meant by People Management?	CO1	Level 1	Remembering
16.	Infer the term CTC.	CO1	Level 2	Understanding
17.	What is Diversity Management?	CO1	Level 1	Remembering
18.	Relate the significance of Inclusion in HR Management.	CO1	Level 2	Understanding
19.	What is meant by EEO?	CO1	Level 1	Remembering
20.	Write short notes on 'Golden Handshake'.	CO1	Level 2	Understanding
21.	Differentiate between Perks and Benefits.	CO1	Level 2	Understanding
22.	Relate HRM to HRD.	CO1	Level 2	Understanding
23.	What is HRIS?	CO1	Level 1	Remembering
24.	What are the new technologies influencing HRM?	CO1	Level 2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Elaborately discuss the evolutionary growth of Human Resource Management.	CO1	Level 4	Analyzing
2.	Apply the nature and scope of Human Resource Management as strategic tool in the competitive scenario.	CO1	Level 3	Applying
3.	Classify and dissect the objectives of Human Resource Management.	CO1	Level 4	Analysing
4.	Examine the HRM's inclusive growth and affirmative action.	CO1	Level 4	Analysing
5.	Elucidate the attributes and characteristics required for a HR manager in the changing environment	CO1	Level 3	Applying
6.	Analyze and inspect the various Challenges of HR manager.	CO1	Level 4	Analysing
7.	Choose the recent trends and assess the appropriate strategies for effectiveness in Human Resource Management.	CO1	Level 3	Applying
8.	Compare and contrast the HRM and Personnel Management.	CO1	Level 4	Analysing
9.	Determine suitable HR Policies for any sector of your choice.	CO1	Level 3	Applying
10.	Categorize the different roles performed by HR Managers with suitable illustration.	CO1	Level 4	Analysing
11.	Identify the types of Human Resource Policies and its application in the Organization's effectiveness.	CO1	Level 3	Applying
12.	Distinguish between the HRM and HRD.	CO1	Level 4	Analysing
13.	Elucidate the formulation of Human Resource Policies.	CO1	Level 3	Applying
14.	"HR Managers, nowadays, wear many hats." In light of this statement, discuss various roles of HR managers.	CO1	Level 3	Applying
15.	Develop the HR structure of an organization with an example.	CO1	Level 3	Applying
16.	Examine the various HR Strategies used in MNCs for managing Diversity.	CO1	Level 4	Analysing
17.	Examine the relationship between Diversity and Inclusion policy.	CO1	Level 4	Analysing

UNIT – II – TALENT INDUCTION

SYLLABUS: Human Resource Planning – Forecasting human resource requirement – Environment Fit concept– Internal and External sources of recruitment - selection – Induction - HRM issues and practices in the context of Outsourcing.

PART- A

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define HR Planning.	CO2	Level 1	Remembering
2.	What are the major stumbling blocks in HRP?	CO2	Level 2	Understanding
3.	Outline the characteristic features of HRP.	CO2	Level 2	Understanding
4.	“Selection is a negative process” – Interpret.	CO2	Level 2	Understanding
5.	List out the steps in the Selection process.	CO2	Level 1	Remembering
6.	Differentiate between Job enlargement and Job enrichment.	CO2	Level 2	Understanding
7.	What is HR Forecasting?	CO2	Level 1	Remembering
8.	Write short notes on Recruitment.	CO2	Level 2	Understanding
9.	“Recruitment is positive in approach” Interpret.	CO2	Level 2	Understanding
10.	What is meant by skill inventory?	CO2	Level 1	Remembering
11.	Relate the Orientation process with Induction.	CO2	Level 2	Understanding
12.	List the various types of Interviews.	CO2	Level 1	Remembering
13.	Why is Outsourcing essential in Business operation?	CO2	Level 1	Remembering
14.	Differentiate between Recruitment and Selection.	CO2	Level 2	Understanding
15.	What is Demotion?	CO2	Level 1	Remembering
16.	Label the significant difference between Succession and Career planning.	CO2	Level 1	Remembering
17.	Recall the types of Selection tests.	CO2	Level 1	Remembering
18.	List the different types of interview.	CO2	Level 1	Remembering
19.	Interpret the need for Job Analysis.	CO2	Level 2	Understanding
20.	What is Job Description?	CO2	Level 1	Remembering
21.	Infer the statement ‘Employee Job Fit’.	CO2	Level 2	Understanding
22.	Write short notes on Structured Interview.	CO2	Level 1	Remembering
23.	Outline the scope for Delphi technique.	CO2	Level 2	Understanding
24.	Illustrate the challenges associated with HR Forecasting.	CO2	Level 2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Discuss the forecasting techniques and its application in HR Planning.	CO2	Level 3	Applying
2.	Examine the various factors influencing Human resource planning.	CO2	Level 4	Analysing
3.	"Human Resource Planning leads to effective HR Inventory". Illustrate with suitable example.	CO2	Level 3	Applying
4.	Elucidate the steps in the Selection process.	CO2	Level 4	Analysing
5.	Develop the basic steps in the Recruitment process.	CO2	Level 3	Applying
6.	Compare the various internal and external sources of recruitment.	CO2	Level 4	Analysing
7.	Distinguish between forecasting the supply of external and internal Human resources.	CO2	Level 3	Applying
8.	(i) Discuss employee fit with the organization. (8 marks) (ii) Explain the validity and reliability in the selection process. (8 marks)	CO2	Level 4	Analysing
9.	Discuss the application of outsourcing in HR practices.	CO2	Level 3	Applying
10.	Analytically view the HRM practices in the context of Organization development.	CO2	Level 4	Analysing
11.	Identify the merits and demerits of External and Internal source of recruitment with suitable application.	CO2	Level 3	Applying
12.	Dissect the process of HRP in detail.	CO2	Level 4	Analysing
13.	Discuss the various methods used in the selection process.	CO2	Level 3	Applying
14.	Examine the factors affecting Job Analysis.	CO2	Level 4	Analysing
15.	Describe the features of Induction with appropriate examples.	CO2	Level 3	Applying
16.	Explain in detail the challenges hidden in the functions of HRM.	CO2	Level 4	Analysing
17.	Discuss the utilization of HRP as strategic tool in the HRM function.	CO2	Level 3	Applying

UNIT – III – TRAINING AND EXECUTIVE DEVELOPMENT

SYLLABUS: Training - Purpose – Benefits –Types – Executive development programmes – Common practices – Benefits – Self-development – Personnel Empowerment including Delegation – Career Management – Career Stages.

PART- A

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define Training.	CO3	Level 1	Remembering
2.	Differentiate between Training and Development.	CO3	Level 2	Understanding
3.	What is training need analysis?	CO3	Level 1	Remembering
4.	Relate vestibule training as the best method for skill development.	CO3	Level 2	Understanding
5.	Outline the need for Mentoring in HRM.	CO3	Level 2	Understanding
6.	What is apprentice training?	CO3	Level 1	Remembering
7.	Relate Job rotation with HR versatility.	CO3	Level 2	Understanding
8.	List out the types of On-Job training.	CO3	Level 1	Remembering
9.	Outline the features of Executive Development.	CO3	Level 2	Understanding
10.	What is meant by Self-development?	CO3	Level 1	Remembering
11.	What is delegation?	CO3	Level 1	Remembering
12.	Why is Work life balance important?	CO3	Level 2	Understanding
13.	Name the stages of Employee Career Lifecycle.	CO3	Level 1	Remembering
14.	What is Career Management?	CO3	Level 1	Remembering
15.	Illustrate the scope and importance of Employee empowerment.	CO3	Level 2	Understanding
16.	Rephrase the Career management strategies for Individual development.	CO3	Level 2	Understanding
17.	Write short notes on Career plateau.	CO3	Level 1	Remembering
18.	Why is sensitivity training essential for employees?	CO3	Level 2	Understanding
19.	Mention the stages in career management.	CO3	Level 1	Remembering
20.	Relate the Employee empowerment as motivational technique.	CO3	Level 2	Understanding
21.	What is the effectiveness of self-development program?	CO3	Level 1	Remembering
22.	Illustrate the scope for Off the Job training methods.	CO3	Level 2	Understanding
23.	What is Career Pathing?	CO3	Level 1	Remembering
24.	Outline the key aspects of Employee Empowerment.	CO3	Level 2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Discuss the training need analysis by developing appropriate steps.	CO3	Level 3	Applying
2.	Examine the relationship between employee training programs and organizational performance.	CO3	Level 4	Analysing
3.	Develop the suitable examples for On-the-Job methods of training.	CO3	Level 3	Applying
4.	Compare and contrast Employee Training and Management Development Programs.	CO3	Level 4	Analysing
5.	Identify and explain the application of Employee empowerment techniques in developing the Organizations.	CO3	Level 3	Applying
6.	Distinguish between On the Job and Off-the-Job methods of training.	CO3	Level 4	Analysing
7.	Determine the effective ADDIE training process.	CO3	Level 3	Applying
8.	Examine the strategies for Self development.	CO3	Level 4	Analysing
9.	Discuss the methods used in executive development.	CO3	Level 3	Applying
10.	Discuss the process of Executive Development.	CO3	Level 4	Analysing
11.	(i) Evaluate the guidelines for designing an effective executive development program. (8 marks) (ii) Outline the objectives of Executive Development for various levels of management. (8 marks)	CO3	Level 3	Applying
12.	Examine the Strategies for Self-Development.	CO3	Level 4	Analysing
13.	Apply the stages for Self-Development.	CO3	Level 3	Applying
14.	Distinguish the process of Delegation from Empowerment.	CO3	Level 4	Analysing
15.	Identify and explain the Career stages in detail.	CO3	Level 3	Applying
16.	Dissect the components of Career Management.	CO3	Level 4	Analysing
17.	(i) Discuss the strategies for building a successful career. (8 marks) (ii) Explain the advantages and limitation of career management. (8 marks)	CO3	Level 3	Applying

UNIT – IV – EMPLOYEE ENGAGEMENT THEORIES AND MODELS**SYLLABUS:** Compensation Management – Introduction, Compensation and Non-compensation Dimensions – Principal Compensation Issues & Management – Productivity, Mentoring and Coaching.**PART- A**

S.N O	QUESTIONS	CO LEVEL	BT LEVEL	COMPETEN CE
1.	Define Compensation.	CO4	Level 1	Remembering
2.	Outline the objectives of Compensation.	CO4	Level 2	Understanding
3.	Differentiate between wage and salary.	CO4	Level 2	Understanding
4.	List the characteristics of best compensation plans.	CO4	Level 1	Remembering
5.	Illustrate the types of employee benefits.	CO4	Level 2	Understanding
6.	What is meant by reward?	CO4	Level 1	Remembering
7.	Relate the reward that motivates employee productivity.	CO4	Level 2	Understanding
8.	What are Non-compensation Dimensions?	CO4	Level 1	Remembering
9.	Differentiate between Fringe benefits and Perks.	CO4	Level 2	Understanding
10.	Write short notes on non-financial incentives.	CO4	Level 1	Remembering
11.	Define Mentoring.	CO4	Level 1	Remembering
12.	Interpret the relationship between Mentor and Protégé.	CO4	Level 2	Understanding
13.	List out the Compensation Dimensions.	CO4	Level 1	Remembering
14.	Outline the advantages of Mentoring.	CO4	Level 2	Understanding
15.	What is Compensation management?	CO4	Level 1	Remembering
16.	Outline the qualities of successful mentor.	CO4	Level 2	Understanding
17.	What are the limitations of a non-financial compensation?	CO4	Level 1	Remembering
18.	Why do organizations reward seniority?	CO4	Level 2	Understanding
19.	What is Employee Engagement?	CO4	Level 1	Remembering
20.	Differentiate between Mentoring and Coaching.	CO4	Level 2	Understanding
21.	Recall the need for Coaching.	CO4	Level 1	Remembering
22.	Classify the various types of Incentives.	CO4	Level 2	Understanding
23.	What is the process of Mentorship?	CO4	Level 1	Remembering
24.	Illustrate the factors influencing compensation.	CO4	Level 2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Identify and explain the characteristics of best compensation plans.	CO4	Level 3	Applying
2.	Examine the factors of Employee engagement.	CO4	Level 4	Analyzing
3.	Apply the key elements of Employee engagement in the HR practice.	CO4	Level 3	Applying
4.	Categorize the different compensation plans.	CO4	Level 4	Analysing
5.	Discuss in detail the process of compensation management as employee engagement tool.	CO4	Level 3	Applying
6.	Analytically discuss the mentor and protégé relationship.	CO4	Level 4	Analysing
7.	Elaborate the best theory on Employee Engagement.	CO4	Level 3	Applying
8.	Explain the functional relationship between coaching and mentoring in employee development.	CO4	Level 4	Analysing
9.	Develop the Compensation structure.	CO4	Level 3	Applying
10.	Comparatively distill the factors from Monetary and Non-Monetary Compensation.	CO4	Level 4	Analysing
11.	Explain the process of coaching with suitable illustration.	CO4	Level 3	Applying
12.	Examine the Incentive schemes in the Compensation planning .	CO4	Level 4	Analysing
13.	Determine the influence of society in Employee Engagement.	CO4	Level 3	Applying
14.	Categorize the Non-compensation Dimensions.	CO4	Level 4	Analysing
15.	Explain the process of Mentoring.	CO4	Level 3	Applying
16.	Examine the various Compensation Dimensions.	CO4	Level 4	Analysing
17.	Discuss the sequential process of coaching along with examples.	CO4	Level 3	Applying

UNIT – V – PERFORMANCE EVALUATION AND CONTROL PROCESS**SYLLABUS:** Performance Management System – Feedback – Industry practices - Promotion, Demotion, Transfer and Separation – Implication of job change – Human Resource Accounting and Audit.**PART- A**

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define performance management system.	CO5	Level 1	Remembering
2.	Relate the purpose of performance management system to an Organization development.	CO5	Level 2	Understanding
3.	List out the three-steps in performance appraisal cycle.	CO5	Level 1	Remembering
4.	Interpret the characteristics of performance objectives.	CO5	Level 2	Understanding
5.	Illustrate the critical incident appraisal method.	CO5	Level 2	Understanding
6.	Write short notes on behaviorally anchored rating scale.	CO5	Level 1	Remembering
7.	Outline the factors that can distort appraisals.	CO5	Level 2	Understanding
8.	What is Halo Error?	CO5	Level 1	Remembering
9.	Differentiate between 360 degree and 720-degree appraisal.	CO5	Level 2	Understanding
10.	What is meant by EEO?	CO5	Level 1	Remembering
11.	What is forced distribution method?	CO5	Level 1	Remembering
12.	Differentiate performance management and performance appraisal.	CO5	Level 2	Understanding
13.	What is promotion?	CO5	Level 1	Remembering
14.	Outline the objectives of promotion.	CO5	Level 2	Understanding
15.	Recall the meaning of transfer.	CO5	Level 1	Remembering
16.	Infer the benefits of transfer.	CO5	Level 2	Understanding
17.	What is Demotion?	CO5	Level 1	Remembering
18.	Illustrate the causes of demotion.	CO5	Level 2	Understanding
19.	Recall the meaning of Separation.	CO5	Level 1	Remembering
20.	Demonstrate Human resource accounting as effective HR practice.	CO5	Level 2	Understanding
21.	List the objectives of HRA.	CO5	Level 1	Remembering
22.	Why HR Audit is conducted?	CO5	Level 2	Understanding
23.	What is HR Audit?	CO5	Level 1	Remembering
24.	Interpret the significance of Feedback in employee engagement.	CO5	Level 2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Discuss the constructive effect of Performance appraisal process.	CO5	Level 3	Applying
2.	Distill the absolute standards in Performance Management systems.	CO5	Level 4	Analysing
3.	Apply the relative standards in performance management systems with suitable example.	CO5	Level 3	Applying
4.	(i) Discuss the factors that can distort appraisals. (8 marks) (ii) Discuss how MBO can be an appraisal method. (8 marks)	CO5	Level 4	Analysing
5.	Identify and develop the ways to make effective performance management systems.	CO5	Level 3	Applying
6.	Explain the current industry practices in performance management systems that enriches functional aspects.	CO5	Level 4	Analysing
7.	Classify and explain the types of promotion.	CO5	Level 4	Analysing
8.	Dissect the need and significance of appropriate Separation policies.	CO5	Level 4	Analysing
9.	Identify the reasons for employee separation in an Organization.	CO5	Level 3	Applying
10.	Elucidate the process and methods of HRA.	CO5	Level 4	Analysing
11.	Apply the appraisal tools for Employee motivation.	CO5	Level 3	Applying
12.	Discuss the best practices for fair performance appraisals.	CO5	Level 4	Analysing
13.	Determine the monetary and non-monetary methods of human resource valuation.	CO5	Level 3	Applying
14.	Analytically discuss the advantages and limitations of Human resource accounting.	CO5	Level 4	Analysing
15.	Assess the role of a human resource manager in controlling the Organizational costs.	CO5	Level 3	Applying
16.	Comparatively view the five approaches to HR Audit.	CO5	Level 4	Analysing
17.	Explain the scope of Human Resource audits with suitable illustration.	CO5	Level 3	Applying