SRM VALLIAMMAI ENGINEERING COLLEGE

(An Autonomous Institution)

SRM Nagar, Kattankulathur – 603 203

DEPARTMENT OF MANAGEMENT STUDIES

QUESTION BANK

COMMON FOR ALL U.G. – ENGINEERING

VI - SEMESTER

MAN103 – HUMAN RESOURCE MANAGEMENT

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Course Instructors

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UNIT – I: INTRODUCTION TO HUMAN RESOURCEMANAGEMENT

Introduction to Human Resource Management - Meaning – Definition – Nature – Scope and significance – Evolutionary growth of HRM – Functions of HRM - Role of Human resource manager – Personnel Management vs HRM.

PART- A

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define Human Resource Management (HRM).	CO1	L 1	Remembering
2.	List the significance of Human Resource Management in modern organizations.	CO1	L 2	Understanding
3.	What is meant by Personnel Management?	CO1	L 1	Remembering
4.	State the nature of Human Resource Management.	CO1	L 2	Understanding
5.	List any two objectives of Human Resource Management.	CO1	L 1	Remembering
6.	Highlight the scope of Human Resource Management.	CO1	L 2	Understanding
7.	What is the meaning of Human Resources in an organization?	CO1	L 1	Remembering
8.	Differentiate Personnel Management and Human Resource Management.	CO1	L 2	Understanding
9.	State any two features of HRM.	CO1	L 1	Remembering
10.	Write a brief about any two functions of Human Resource Management.	CO1	L 2	Understanding
11.	What is meant by the scope of HRM?	CO1	L 1	Remembering
12.	Restate the role of a Human Resource Manager in an organization.	CO1	L 2	Understanding
13.	Define the term "Human Resource Manager."	CO1	L 1	Remembering
14.	How HRM contributes to organizational effectiveness?	CO1	L 2	Understanding
15.	Mention any two functions of HRM.	CO1	L 1	Remembering
16.	Summarize the evolutionary growth of Human Resource Management.	CO1	L 2	Understanding
17.	What is meant by the evolutionary growth of HRM?	CO1	L 1	Remembering
18.	Why HRM is considered a continuous process?	CO1	L 2	Understanding
19.	State any two differences between Personnel Management and HRM.	CO1	L 1	Remembering
20.	Interpret the importance of HRM in achieving organizational goals.	CO1	L 2	Understanding
21.	What is the nature of Human Resource Management?	CO1	L 1	Remembering
22.	Interpret the relationship between HRM and employee development.	CO1	L 2	Understanding

23.	Identify any two areas covered under Human Resource Management.	CO1	L 1	Remembering
24.	What is the role of HRM in maintaining industrial harmony.	CO1	L 2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Apply the principles of Human Resource Management to explain how HRM can improve employee productivity in an engineering organization.	CO1	L 3	Applying
2.	Analyze the scope and significance of Human Resource Management in the context of a rapidly changing technological environment.	CO1	L 4	Analyzing
3.	Illustrate the various functions of Human Resource Management with suitable examples from an engineering industry.	CO1	L 3	Applying
4.	Analyze the evolutionary growth of Human Resource Management and examine how it differs from traditional personnel management.	CO1	L 4	Analyzing
5.	Apply the concepts of HRM to explain the role of a Human Resource Manager in achieving organizational objectives.	CO1	L 3	Applying
6.	Analyze the differences between Personnel Management and Human Resource Management with respect to philosophy, approach, and functions.	CO1	L 4	Analyzing
7.	Illustrate how effective HRM practices can contribute to employee satisfaction and organizational success.	CO1	L 3	Applying
8.	Examine the nature of Human Resource Management and analyze its impact on organizational culture and performance.	CO1	L 4	Analyzing
9.	Explain how HRM practices are applied in managing human resources in engineering projects.	CO1	L 3	Applying
10.	Analyze the role of HRM in balancing organizational goals with employee needs.	CO1	L 4	Analyzing
11.	Illustrate how the scope of HRM supports manpower planning and development in an engineering organization.	CO1	L 3	Applying
12.	Analyze the significance of HRM in the era of globalization and digital transformation.	CO1	L 4	Analyzing
13.	Apply HRM concepts to explain how human resources can be treated as a strategic asset in organizations.	CO1	L 3	Applying
14.	Analyze the role of the Human Resource Manager as a change agent in modern organizations.	CO1	L 4	Analyzing
15.	Explain, with suitable examples, how HRM functions help in maintaining industrial harmony.	CO1	L 3	Applying
16.	Analyze the importance of HRM in enhancing organizational effectiveness and competitive advantage.	CO1	L 4	Analyzing

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
17.	Analyze how the shift from Personnel Management to Human Resource Management has influenced overall performance in modern engineering organizations.	CO1	L 4	Analyzing

UNIT – II – TALENTMANAGEMENT

SYLLABUS: Job Analysis – Job description & specification - Human Resource Planning – Forecasting human resource requirement –Recruitment - Selection –Induction.

PART- A

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define "job analysis".	CO2	L1	Remembering
2.	What is meant by "job description"?	CO2	L1	Remembering
3.	What is meant by "job specification"?	CO2	L1	Remembering
4.	Mention any two contents of a job description.	CO2	L1	Remembering
5.	Mention any two contents of a job specification.	CO2	L1	Remembering
6.	Define "Human Resource Planning".	CO2	L1	Remembering
7.	What is meant by "demand forecasting" in Human Resource Planning?	CO2	L2	Understanding
8.	State any two qualitative methods of forecasting Human Resource requirements.	CO2	L1	Remembering
9.	State any two quantitative methods of forecasting Human Resource requirements.	CO2	L1	Remembering
10.	Define "recruitment".	CO2	L1	Remembering
11.	Define "selection" in Human Resource Management.	CO2	L1	Remembering
12.	Distinguish between recruitment and selection in any two points.	CO2	L2	Understanding
13.	What is meant by "induction" of employees?	CO2	L1	Remembering
14.	State any two objectives of an induction programme.	CO2	L1	Remembering
15.	What is meant by "internal source of recruitment"?	CO2	L2	Understanding
16.	What is meant by "external source of recruitment"?	CO2	L2	Understanding
17.	Mention any two internal sources of recruitment.	CO2	L1	Remembering
18.	Mention any two external sources of recruitment.	CO2	L1	Remembering
19.	Define "talent management".	CO2	L1	Remembering
20.	What is meant by "employer branding"?	CO2	L2	Understanding
21.	State any two advantages of using social media in recruitment.	CO2	L2	Understanding
22.	What is meant by "selection test"?	CO2	L1	Remembering

23.	Define "interview" as a selection method.	CO2	L1	Remembering
24.	Mention any two limitations of selection interviews.	CO2	L2	Understanding

PART- B

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Explain the process of job analysis and construct a model job description and job specification for "Sales Executive".	CO2	L3	Applying
2.	Analyse the steps in Human Resource Planning and show how they help in forecasting HR requirements in a growing organisation.	CO2	L4	Analysing
3.	Develop a recruitment strategy for a start-up IT firm using both internal and external sources.	CO2	L3	Applying
4.	Critically analyse the advantages and disadvantages of different sources of recruitment in the Indian context.	CO2	L4	Analysing
5.	Develop a detailed selection process for hiring management trainees in a manufacturing company.	CO2	L3	Applying
6.	Analyse the effectiveness of various selection tests and interviews in predicting job performance.	CO2	L4	Analysing
7.	Prepare a comprehensive induction programme for newly recruited employees in a bank.	CO2	L3	Applying
8.	Examine the role of talent management in attracting and retaining high-potential employees.	CO2	L4	Analysing
9.	Apply the concept of employer branding to design a recruitment campaign for a retail chain.	CO2	L3	Applying
10.	Analyse how social media has transformed recruitment and selection practices in organisations.	CO2	L4	Analysing
11.	Develop a competency-based selection system for supervisors in a service organisation.	CO2	L3	Applying
12.	Analyse the ethical issues involved in recruitment and selection and suggest measures to ensure fairness.	CO2	L4	Analysing
13.	Develop a Human Resource Planning model suitable for a seasonal industry such as tourism or agriculture.	CO2	L3	Applying
14.	Analyse the relationship between Human Resource Planning and organisational strategy with examples.	CO2	L4	Analysing
15.	Explain selection and induction process for virtual or remote employees.	CO2	L3	Applying
16.	Examine the consequences of poor Human Resource Planning and faulty selection decisions on organisational performance.	CO2	L4	Analysing
17.	Apply talent management practices to build a leadership pipeline in a large organisation.	CO2	L3	Applying

UNIT – III – TRAINING AND DEVELOPMENT

SYLLABUS: Need for Training – Process -Types of Training methods – On the job & Off the job - Purpose – Benefits – Management development programmes – Training vs Development -Effectiveness of training.

PART- A

S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE

1.	Define "training".	CO3	L1	Remembering
2.	State any two objectives of training.	CO3	L1	Remembering
3.	What is meant by "development" in Human Resource Management?	CO3	L2	Understanding
4.	Differentiate training and development.	CO3	L2	Understanding
5.	What is meant by "on-the-job training"?	CO3	L1	Remembering
6.	What is meant by "off-the-job training"?	CO3	L1	Remembering
7.	Mention any two methods of on-the-job training.	CO3	L1	Remembering
8.	Mention any two methods of off-the-job training.	CO3	L1	Remembering
9.	What is meant by "training needs assessment"?	CO3	L2	Understanding
10.	State any two benefits of training to the organisation.	CO3	L2	Understanding
11.	State any two benefits of training to the employee.	CO3	L2	Understanding
12.	Define "management development".	CO3	L1	Remembering
13.	What is meant by "career development programme"?	CO3	L2	Understanding
14.	Mention any two methods of management development.	CO3	L1	Remembering
15.	Define "executive development".	CO3	L1	Remembering
16.	What is meant by "training evaluation"?	CO3	L2	Understanding
17.	State any two indicators of effectiveness of training programmes.	CO3	L1	Remembering
18.	What is meant by "succession planning"?	CO3	L1	Remembering
19.	Define "learning curve".	CO3	L1	Remembering
20.	What is meant by "mentoring" in development?	CO3	L2	Understanding
21.	What is meant by "coaching" as a training method?	CO3	L2	Understanding
22.	State any two barriers to effective training.	CO3	L2	Understanding
23.	What is meant by "e-learning" in training?	CO3	L2	Understanding
24.	Define "competency-based training".	CO3	L1	Remembering

PART- B				
S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Develop a systematic training process for shop-floor workers in a manufacturing organisation.	CO3	L3	Applying

2.	Analyse the need for training in organisations and discuss methods for blue- and white-collar employees.	CO3	L4	Analysing
3.	Develop an on-the-job training plan for new sales representatives in an FMCG company.	CO3	L3	Applying
4.	Compare and analyse different off-the-job training methods such as lectures, case studies, role play, simulation.	CO3	L4	Analysing
5.	Apply the Kirkpatrick model to evaluate the effectiveness of training programmes in an organisation.	CO3	L3	Applying
6.	Develop a management development programme for middle-level managers in a bank.	CO3	L3	Applying
7.	Analyse the importance of career planning and development for individual and organisational growth.	CO3	L4	Analysing
8.	Develop a succession planning system for key positions in a medium-sized company.	CO3	L3	Applying
9.	Examine the role of training and development in managing technological change and digital transformation.	CO3	L4	Analysing
10.	Explain the features of e-learning based training module for employees working in remote locations.	CO3	L3	Applying
11.	Analyse the reasons for training failures and suggest measures to overcome them.	CO3	L4	Analysing
12.	Apply competency mapping to design training programmes in a service organisation.	CO3	L3	Applying
13.	Examine the role of mentors and coaches in management development.	CO3	L4	Analysing
14.	Design an orientation–cum–training programme for campus recruits in an IT company.	CO3	L3	Applying
15.	Analyse the impact of training and development on employee motivation and retention.	CO3	L4	Analysing
16.	Develop a framework for calculating return on investment in training.	CO3	L3	Applying
17.	Analyse the ethical and legal issues in training and development programmes.	CO3	L4	Analysing

UNIT – IV – COMPENSATION MANAGEMENT				
SYLLABUS: Introduction – Compensation – Forms & Types of compensation – Determinants of compensation – Components of Pay structure – Significance in Employee morale.				
PART- A				
S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define "compensation".	CO4	L1	Remembering

2.	What is meant by "total compensation"?	CO4	L2	Understanding
3.	State any two components of direct financial compensation.	CO4	L1	Remembering
4.	State any two components of indirect financial compensation.	CO4	L1	Remembering
5.	What is meant by "non-monetary compensation"?	CO4	L2	Understanding
6.	Define "wage" and "salary".	CO4	L1	Remembering
7.	Differentiate wage and salary.	CO4	L2	Understanding
8.	State any two determinants of compensation.	CO4	L1	Remembering
9.	What is meant by "pay structure"?	CO4	L2	Understanding
10.	Define "pay grade".	CO4	L1	Remembering
11.	What is meant by "wage curve"?	CO4	L1	Remembering
12.	What is meant by "fringe benefits"?	CO4	L1	Remembering
13.	State any two objectives of compensation management.	CO4	L1	Remembering
14.	What is meant by "incentive pay"?	CO4	L2	Understanding
15.	State any two types of individual incentive plans.	CO4	L1	Remembering
16.	What is meant by "gain sharing"?	CO4	L1	Remembering
17.	Define "profit sharing".	CO4	L1	Remembering
18.	What is meant by "employee stock option plan (ESOP)"?	CO4	L1	Remembering
19.	State any two components of executive compensation.	CO4	L1	Remembering
20.	What is meant by "pay fairness"?	CO4	L2	Understanding
21.	State any two legal constraints on pay systems in India.	CO4	L1	Remembering
22.	What is meant by "compensation philosophy"?	CO4	L2	Understanding
23.	Define "reward system".	CO4	L1	Remembering
24.	What is meant by "pay for performance"?	CO4	L2	Understanding

PART- B				
S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Explain the determinants of compensation and design a basic pay structure for supervisors.	CO4	L3	Applying
2.	Analyse the role of compensation management in improving employee morale and productivity.	CO4	L4	Analyzing
3.	Develop a total compensation package for sales personnel, including direct and indirect benefits.	CO4	L3	Applying
4.	Analyse different types of incentive plans and evaluate their suitability for various employee groups.	CO4	L4	Analysing
5.	Design a compensation system based on job evaluation for a medium-sized service organisation.	CO4	L3	Applying
6.	Examine the importance of internal and external equity in compensation management with examples.	CO4	L4	Analysing
7.	Explain the executive compensation plan for top management in a listed company.	CO4	L3	Applying
8.	Analyse the impact of compensation strategies on employee retention and motivation.	CO4	L4	Analysing
9.	Apply the concept of "pay for performance" to design a performance-linked incentive scheme.	CO4	L3	Applying
10.	Examine the legal and ethical issues involved in compensation management in India.	CO4	L4	Analysing
11.	Elaborate flexible benefits plan that caters to diverse employee needs.	CO4	L3	Applying
12.	Analyse the challenges of compensation management in multinational organisations operating in India.	CO4	L4	Analysing
13.	Explain the compensation plan for temporary and contract workers, ensuring equity and compliance.	CO4	L3	Applying
14.	Analyse the role of non-financial rewards in compensation management.	CO4	L4	Analysing
15.	Discus a sales force compensation plan using a mix of salary and commission.	CO4	L3	Applying
16.	Examine how compensation management supports organisational strategy and culture.	CO4	L4	Analysing
17.	Analyse the relationship between compensation, employee morale and industrial relations.	CO4	L4	Analysing
UNIT – V PERFORMANCE MANAGEMENT AND CONTROL PROCESS				
SYLLABUS: Performance Management System – Process – Appraisal methods – Evaluation of managerial Implications – Control process – Importance – Methods – Requirement of effective control systems.				
PART- A				
S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Define "performance management".	CO5	L1	Remembering

2.	Define "performance appraisal".	CO5	L1	Remembering
3.	Distinguish between performance management and performance appraisal.	CO5	L2	Understanding
4.	State any two objectives of performance management.	CO5	L1	Remembering
5.	Mention any two traditional methods of performance appraisal.	CO5	L1	Remembering
6.	Mention any two modern methods of performance appraisal.	CO5	L1	Remembering
7.	What is meant by "management by objectives (MBO)" in appraisal?	CO5	L2	Understanding
8.	What is meant by "360-degree feedback"?	CO5	L2	Understanding
9.	State any two uses of performance appraisal.	CO5	L1	Remembering
10.	What is meant by "performance standards"?	CO5	L2	Understanding
11.	Define "control" in management.	CO5	L1	Remembering
12.	What is meant by "control process"?	CO5	L2	Understanding
13.	State any two steps in the control process.	CO5	L1	Remembering
14.	What is meant by "key performance indicators (KPIs)"?	CO5	L2	Understanding
15.	Define "feedback" in the context of performance management.	CO5	L1	Remembering
16.	State any two problems in performance appraisal.	CO5	L1	Remembering
17.	What is meant by "rating errors" in appraisal?	CO5	L2	Understanding
18.	Define "grievance" related to performance evaluation.	CO5	L1	Remembering
19.	What is meant by "corrective action" in control?	CO5	L2	Understanding
20.	Define "benchmarking" as a control technique.	CO5	L1	Remembering
21.	What is meant by "balanced scorecard"?	CO5	L2	Understanding
22.	State any two requirements of an effective control system.	CO5	L1	Remembering
23.	What is meant by "self-appraisal"?	CO5	L2	Understanding
24.	Define "potential appraisal".	CO5	L1	Remembering

PART- B				
S.NO	QUESTIONS	CO LEVEL	BT LEVEL	COMPETENCE
1.	Explain the performance management process and design a suitable system for a service organisation.	CO5	L3	Applying

2.	Analyse the relationship between performance management and organisational strategy.	CO5	L4	Analysing
3.	Develop performance standards and key performance indicators for the role of "Customer Service Executive".	CO5	L3	Applying
4.	Analyse different traditional and modern methods of performance appraisal, highlighting their merits and demerits.	CO5	L4	Analysing
5.	Explain 360-degree feedback system for middle-level managers in a manufacturing company.	CO5	L3	Applying
6.	Examine the major problems and rating errors in performance appraisal and suggest measures to minimise them.	CO5	L4	Analysing
7.	Apply the concept of Management by Objectives to design a performance appraisal system.	CO5	L3	Applying
8.	Analyse how performance management can be integrated with training, compensation and career development.	CO5	L4	Analysing
9.	Develop a performance improvement plan for employees whose performance is below standard.	CO5	L3	Applying
10.	Examine the ethical issues in performance appraisal and suggest guidelines for fair evaluation.	CO5	L4	Analysing
11.	Elaborate balanced scorecard for a medium-sized organisation linking financial and non-financial measures.	CO5	L3	Applying
12.	Analyse the steps in the control process and their application in Human Resource Management.	CO5	L4	Analysing
13	Develop a grievance redressal mechanism to deal with disputes arising out of performance appraisal.	CO5	L3	Applying
14.	Analyse the role of feedback and coaching in improving employee performance.	CO5	L4	Analysing
15.	Develop a performance management system suitable for remote and virtual teams.	CO5	L3	Applying
16.	Examine the role of performance management in succession planning and leadership development.	CO5	L4	Analysing
17.	Analyse how technology-enabled performance management systems have changed the control process in organisations.	CO5	L4	Analysing