

BABA BANDA SINGH BAHADUR ENGINEERING COLLEGE FATEHGARH SAHIB

QUESTION BANK

Paper Code: HU 251

Subject: HRM

Class: 7/8ME

2 marks questions

1. What are functions of human resource management?
2. Distinguish between personnel management and human resource management.
3. What are objectives of contract Labour Act, 1970?
4. Differentiate between merit and seniority in promotion.
5. Define Recruitment?
6. Differentiate between training and development?
7. Mention the objective of minimum wages acts?
8. What do you mean by job analysis?
9. Name various fringe and retirement benefits.
10. What is job evaluation?
11. Define Bonus & Incentive?
12. List down managerial functions of HRM.
13. Differentiate between demand forecasting and supply forecasting.
14. What do you mean by job description and job specification?
15. Differentiate between education and training.
16. What do you mean by labor turnover?
17. Differentiate between human and industrial relations.
18. Define the term “fringe benefits”.
19. What do you mean by collective bargaining?
20. Define ‘wage’ and ‘salary’.
21. Differentiate between ‘job satisfaction’ and ‘job attitude’.
22. Define absenteeism.
23. Outline the challenges of human resource management.
24. What is affirmative action in HRM?
25. What do you mean by vestibule training?
26. Define mission and vision?

5 marks questions

1. Define recruitment. Explain various external sources of recruitment along with their merits and demerits.
2. List down the steps involved in the organization of an induction/orientation programme. Briefly explain three types of orientation programmes.
3. Briefly explain the contributions of Hawthorne experiments in popularizing human relations in industry.
4. Discuss various types of benefits under the employees state Insurance Act, 1948.
5. Define motivation. Explain its importance to a modern enterprise.
6. What do you mean by 'Human Relations' approach? Discuss its characteristics.
7. Differentiate between training and development. Describe the popular techniques of on-the-job and Off-The-job training.
8. What are various activities involved in Human Resource Planning and Recruitment?
9. Discuss the concepts of 'wage' and 'salary'. What factors influence the wage structure in an organization?
10. Differentiate between 'Job Description' and 'Job Specification' with examples.
11. What is the need for a wage and salary policy? Discuss various kinds of fringe benefits or prerequisites offered to the employees.
12. What are the objectives and major provisions of the Minimum wages act 1948?
13. Define 'job satisfaction' and 'job attitude'. What factors determine the job satisfaction of an employee?
14. What is meant by absenteeism? What are its causes? Discuss in brief the steps to reduce absenteeism.
15. What are the causes of labour turnover? Suggest measures to keep it low.
16. Define motivation. Explain its importance to a modern enterprise.
17. Explain Abraham Maslow's motivation theory based on hierarchy of needs.
18. What do you mean by 'Human Relations' approach? Discuss its characteristics.
19. Explain 'Human Relations' vs 'Industrial Relations'.
20. Explain the concept, nature and objectives of Industrial relations. Discuss the measures taken in general to improve Industrial Relations.
21. Discuss the preventive machinery to check industrial disputes in India.

22. Differentiate between Arbitration and Adjudication.
23. Define a trade union. What role does it play to increase the interests of workers?
24. Discuss the importance of collective bargaining as a method of regulating relations between employers and employees. What are the pre-requisites to make it successful?
25. Describe the various benefits available to an insured person under the Employees' State Insurance Act, 1948.
26. Discuss the concepts of 'wage' and 'salary'. What factors influence the wage structure in an organization?

10 marks questions

1. Differentiate between training and development. Explain various methods of training along with merits and demerits of each method.
2. What is meant by absenteeism? What are its causes? Discuss in brief steps to reduce absenteeism.
3. What are the possible causes of industrial accidents? How will you remove these causes?
4. Write a brief note on the application of the Contract Labour (Regulation and Abolition) Act, 1970.
5. Describe need of human resource planning and explain its process?
6. Discuss various sources of recruitment of employers in detail.
7. Difference between placement and induction also define the purpose of induction of new employer?
8. What are the provisions relating to obtaining of licences under the labour act. Discuss in detail.
9. Explain the elements of quality of work life.
10. What do you understand by Workers' participation in management? Explain in detail.
11. Explain the main issues involved in wage administration.