

Question Bank

Paper: Personnel Management & Industrial Relation

1. Define Personnel Management. Discuss the role of Personnel Manager in an industrial undertaking.
2. Define Personnel Management. Discuss the meaning and concept of personnel management.
3. What do you understand by Personnel Policies? Describe the objectives of personnel policies.
4. What do you understand by Manpower Planning? Discuss the various forms of manpower planning.
5. What is manpower planning? What is the need of manpower planning in the organization?
6. What do you understand by training of workers? Brief the need and importance of training.
7. Well-planned and properly designed training programmes can help an organization in many ways. What can be benefits of training employee for the organization?
8. What do you understand by development of human resource? Discuss various methods of selection process briefly.
9. Discuss the meaning of development. Explain any four methods of employee development.
10. What do you mean by job change? What are the objectives of job change?
11. Discuss the concept of job analysis. Describe any five uses of job analysis information.
12. Job analysis information may be very useful for the organization. Elaborate the statement.
13. What is promotion? Discuss the policies and basis of promotion followed in an industrial sector.
14. What are the essentials of a good promotion policy? Discuss.
15. Define performance appraisal. Discuss any four methods of performance appraisal highlighting two merits and two demerits of each.
16. Enumerate the principal methods of wage payment based on result. Explain any one of them.
17. Distinguish between wage and salary. Elaborate the concept of living wage, fair wage and minimum wage.
18. Explain the purpose and principles of wage and salary administration. Briefly discuss time rate and piece rate methods of wage payment.
19. What do you understand by Industrial Health? Discuss the causes of bad health. State the measures and suggestions for maintaining and improving good health.
20. Discuss briefly the various provisions of health, welfare and safety.
21. Disease, invalidity, accident and old age result into a number of problems for organizations. Elaborate the statement.
22. Discuss any four safety and health facilities undertaken by organization in India.
23. Discuss the forms of social security provided by society to workers, mentioning the conditions when such security becomes essential for workers.
24. What do you understand by Industrial Relations? What are the determinants of good industrial relations?
25. Discuss the current industrial relations position in India highlighting the IR policies of the government of India.
26. Define trade union. Highlight the objectives and functions of trade union.
27. Functions of trade unions have changed in the era of globalization. Comment.

Answer these questions:

- a) Define personnel Management.
- b) Define personnel policy.
- c) Explain the concept of personnel management.
- d) Give any two objectives of Performance Appraisal.
- e) What is Job specification?
- f) Define job evaluation.
- g) What is aptitude test?
- h) What do you mean by sensitivity training?
- i) Define recruitment.
- j) What is the meaning of training?
- k) What is the need for transfer?
- l) Mention any two types of transfer.
- m) How is discharge different from dismissal?
- n) What is resignation?
- o) What is separation?
- p) What is real wage?
- q) Difference between wage and salary.
- r) What do you mean by strike?
- s) Define performance appraisal.
- t) What is time wage system?
- u) Give two needs for manpower planning.
- v) What is social insurance?
- w) Write any two problems arising from accident in an organization.
- x) Define the term Industrial relation.