

MA HUMAN RESOURCE MANAGEMENT
STUDENT ASSIGNMENTS (FIRST YEAR)
(SESSION 2019-20)

INSTRUCTIONS

The students are required to read carefully and follow the instructions given below:

- Submission of one complete Assignment in each course of the programme every year is compulsory.
- Completed Assignments on prescribed Assignment booklets are to be submitted by hand or through post to the Study Centre/Programme Coordinator, CDOL as per dates mentioned in the Academic Calendar 2019-20 (<http://jmi.ac.in/bulletinboard/academic-calendar/cdol>).
- For Assignments Submitted after dates mentioned in the Academic Calendar, a late fee of **Rs. 100/- per Assignment** will be payable to CDOL through Demand Draft in favour of Jamia Millia Islamia, Payable at New Delhi.
- For Ex-Students who failed to submit Assignments during the course of the programme are required to submit **Rs. 200/- per Assignment** to CDOL in the form of Demand Draft in favour of Jamia Millia Islamia, Payable at New Delhi.
- Write your name, roll number and other details as required on the cover page of Assignment Booklet.
- For your record you may keep a photocopy of your Assignment
- Please go through your Programme Guide carefully

ASSIGNMENT (2019-20)

Course Title – Management Concepts and Principles
Session – 2019 - 20

Course Code - HRM-101
Maximum Marks - 30

NOTE: Attempt any three questions. All questions carry equal marks

1. Describe organizational structure and department line/staff authority delegation and decentralization.
2. Describe various Management functions. Emphasize on strategies, policies and planning premises.
3. Explain the process of controlling with the help of control techniques of your choice.
4. What is Decision Making? Briefly describe the Managerial Decision Making Process.
5. Write Short notes on any **Two** of the following:
 - a. Management Information System (MIS)
 - b. Total Quality Management (TQM)
 - c. Decentralization

Course Title- Human Resource Management
Session – 2019 - 20

Course Code - HRM-102
Maximum Marks - 30

1. What is HR Management and how is it related to the management process? Explain.
2. Discuss regulatory mechanism in Industrial relation in dealing with union and association for achieving industrial democracy.
3. What is re-engineering? Discuss HR's Role in engineering.
4. Briefly explain the concept of trade union, its objectives and the reason to join trade union.
5. Write Short Notes on: Write Short notes on any **Two** of the following:
 - a. Collective Bargaining
 - b. Industrial Democracy
 - c. Recruitment and selection

Course Title- People Management
Session - 2019 - 20

Course Code - HRM-103
Maximum Marks - 30

1. Discuss the concept and scope of peoples Management. Discuss in detail about its origin and development.
2. Write an essay on Human Resource Planning using suitable examples.
3. What is reward management? Discuss its relationship with performance management.
4. What is the purpose of conducting Job analysis? Highlight its significance.
5. Write Short Notes on: Write Short notes on any **Two** of the following:
 - a. Career Development
 - b. Grievance Gandling
 - c. Reward (compensation) management

Course Title- Human Behavior at work
Session - 2019 - 20

Course Code - HRM-104
Maximum Marks - 30

1. What is personality? Discuss various factors of an effecting personality.
2. Explain the content theories of motivation.
3. Clarify the concept of leadership and discuss in detail participative leadership style.
4. Discuss Human behavior at work, its importance and key elements.
5. Write Short Notes on: Write Short notes on any **Two** of the following:
 - a. Trait theory
 - b. Group dynamics
 - c. Team work

1. Describe the methods, factors in designing a training programme and its implications for Human Resource Development.
2. Differentiate between training, development and education.
3. What do you understand by HRD strategies? Discuss with examples each step of designing HRD strategy?
4. What advantages and disadvantages might a company gain by HRD programs?
5. Clarify the concept of leadership and discuss in detail participative leadership style.
6. Write Short Notes on: Write Short notes on any *Two* of the following:
 - a. Challenges and prerequisites of HRD
 - b. Individual competencies
 - c. Management Development Programme

1. Discuss the different phases of Indian economy since Independence.
2. Discuss the industrial and fiscal policy of India
3. What is meant by sociology of work? Describe the changing face of Indian Society.
4. Write an essay on Indian workforce.
5. Write Short Notes on: Write Short notes on any *Two* of the following:
 - a. Economic Growth
 - b. SEZ (Special Economic Zone)
 - c. Globalization

1. What is Research? Describe the nature and scope of social and management Research.
2. Distinguish between qualitative and quantitative research. Discuss with example the relevance of qualitative and quantitative research each in the field of HRM.
3. What do you understand by 'research design'? Differentiate between 'true' and 'quasi' experimental research designs with examples.
4. Discuss probability and Non- Probability Sampling Techniques.
5. Write Short Notes on: Write Short notes on any *Two* of the following:
 - a. Correlation and Regression
 - b. Methods and Tool of Data Collection
 - c. Levels of measurement