



KRISHNA KANTA HANDIQUI STATE OPEN UNIVERSITY
Maniram Dewan School of Management
Home Assignment

Post Graduate Diploma in Human Resource Management

2nd Semester, 2016

N.B. The learners will have to collect receipt after submitting the assignment with the signature and seal of the collector of study centre and will have to keep with him/her till the declaration of result.

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Receipt

Received the assignment from Mr/MsEnrollment
numberof **2nd Semester of PGDHRM** on2016.

Date:

Signature of collector with seal

**Course: Human Resource Development [PGDHRM (S2) 08]
2nd Semester, 2016**

TOTAL MARKS: 50

Assignments are required to be written in your own language, copying in toto from the learning material will carry less score.

- 1. Answer the following questions- (Answer within 50 words) (2 X 3= 6)**
 - a. What is lecture method of training?
 - b. What is job description?
 - c. What is indirect compensation?
- 2. Answer the following questions- (Answer within 75 words) (4 X 3= 12)**
 - a. What is meant by employee benefits?
 - b. What is human resource research?
 - c. What is meant by career development of employees?
 - d. What is meant by social security?
- 3. Answer the following questions- (Answer within 150 words) (6 X 2=12)**
 - a. Discuss the importance of wage differential.
 - b. Discuss the importance of strategic management.
- 4. Answer the following questions- (Answer within 300 words) (10X2=20)**
 - a. Discuss the different methods of Human Resource Research.
 - b. Discuss the components of executive remuneration.

Course: Labour Legislation (Part- II)[PGDHRM (S2) 06]

1. Answer the following questions- (Answer within 50 words) (2 X 3= 6)

- i. Define hazardous process under the Factories Act, 1948.
- ii. Mention any two powers of inspectors under the Employees Provident Fund and Miscellaneous Provisions Act, 1952.
- iii. Mention two powers of inspectors under the Maternity Benefits Act, 1961.

2. Answer the following questions- (Answer within 75 words) (4 X 3= 12)

- i. What are the objective of the Assam Shops and Establishment Act.
- ii. Discuss about provisions of deduction of fines under the Payment of Wages Act, 1936.
- iii. What are the objectives of ILO.
- iv. Discuss about the provisions regarding working hours for children under the Factories Act, 1948.

3. Answer the following questions- (Answer within 150 words) (6 X 2= 12)

- i. Discuss the function and powers of central board under the Employees Provident Fund and Miscellaneous Provisions Act, 1952.
- ii. Discuss the provisions of penalties under the Factories Act.

4. Answer the following questions- (Answer within 300 words) (10 X 2= 20)

- i. Discuss the provisions regarding Health, Safety and Welfare of workers under the Factories Act, 1948.
- ii. Discuss the scope and applicability of the Employees Provident Fund and Miscellaneous Provisions Act,1952. Discuss the various schemes provided by the Act.

Course: Labour Welfare [PGDHRM (S2) 07]

1. Answer the following questions- (Answer within 50 words) (2 X 3= 6)

- a) What is command group?
- b) What is occupational health?
- c) What is meant by compensatory holidays?

2. Answer the following questions- (Answer within 75 words) (4 X 3= 12)

- a) What is industrial health?
- b) What is unavailed leave?
- c) What is project group?
- d) What is group dynamics?

3. Answer the following questions- (Answer within 150 words) (6 X 2=12)

- a) Discuss the importance of collective bargaining to employees.
- b) Discuss the causes of occupational diseases.

4. Answer the following questions- (Answer within 300 words)

- a. Discuss the legal provisions of employment of women in a factory. **10**
- b. What is group decision- making? Discuss the advantages and disadvantages of group decision- making. **(4+3+3=10)**

Course: Principles of Organisational Behaviour [PGDHRM (S2) 05]

1. Answer the following questions- (Answer within 50 words) (2 X 3= 6)

- i. What is morale?
- ii. What is learning?
- iii. What is proactive change?

2. Answer the following questions- (Answer within 75 words) (4 X 3= 12)

- i. What are the functions of culture?
- ii. What are different types of values?
- iii. What is MIS?
- iv. What is individual morale and group morale?

3. Answer the following questions- (Answer within 150 words) (6 X 2= 12)

- i. Discuss the various reasons for organizational change.
- ii. What are the qualities of a good leader?

4. Answer the following questions- (Answer within 300 words) (10 X 2= 20)

- i. Is there any relationship between morale and productivity? How morale of the employees can be improved?
- ii. What are the steps involved in MIS. What are the components of MIS?

Assignment Guidelines

A.Guidelines to Co-ordinators:

1. Assignments are parts of teaching-learning process and compulsory.
2. The spirit behind this is to help learners to understand the subject and prepare themselves better for the term-end examination.
3. Assignment responses are to be evaluated and feedback are required to be communicated to the learners, by giving back the assignments with evaluators comments. Such assignments are to be collected at the time of issuing admit cards and be stored in the centre's office till the end of next semester.
4. Assignment marks are to be sent to the Controller of Examinations as soon as the examination routines are published.
5. Keeping the above points in mind *Co-ordinators will fix the time/date of submission of assignments by the learners as may be convenient to follow the guidelines in true spirits.*

B.Guidelines to learners :

1. As soon as the SLMs are received the learners will write the assignments in their own handwriting (assignment questions may be downloaded from the website, if necessary) to be submitted to Co-ordinators as per the dates fixed for the purpose. Timely submission of assignments at the Study Centres will help in quick processing of results of respective learners. Otherwise this will create unnecessary delay in declaration of results.
2. Writing of assignment (work) and submission of the same in time is compulsory.

Registrar