

ASSIGNMENTS

MAHRM (Distance Mode)

(Previous year)

(Academic Session 2020-21)

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 or on A4 sheets with the required details are to be submitted online in pdf format through Google Classroom (MAHRM previous year class) before or on 30-05-2021.
- If students fail to submit the assignment before or on the last date, they can submit it within a week from the last date with a fine for Rs.200. Afterward, assignments will NOT be submitted.
- 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, contact number and other details as required on the cover page of Assignment Booklet.
- **Write your name and roll number on top of every page of the assignment.**
- For your record you may keep a photocopy of your Assignments.
- Please go through your programme guide carefully for further details.

MAHRM (Distance Mode) – Previous Year

Course Title: Management Concept and Principles

Course Code HRM -101

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. Discuss the concept and scope of management.
2. Discuss in detail the evolution of management thought.
3. What are the primary functions of management? Discuss the significance of these functions of management with example.
4. What are the modern trends in management? Discuss it in detail.
5. Explain any two of the following
 - a) BCG Matrix
 - b) Six Sigma
 - c) MIS
 - d) Systems approach

MAHRM (Distance Mode) – Previous Year

Course Title: Human Resource Management

Course Code HRM -102

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. What do you mean by personnel policies? Discuss its various types and processes.
2. Why human resource planning is important in any organization? Discuss various steps of job analysis.
3. Explain the process of human resource development and discuss the relevance of training in the organization for the better functioning of employees.
4. Define the concept of performance appraisal. Tell us about its various techniques.
5. Write Short notes on any two of the following:
 - a. Reward management
 - b. Compensation
 - c. Talent Management
 - d. Industrial Democracy
 - e. Grievance handling

MAHRM (Distance Mode) – Previous Year

Course Title: People Management

Course Code HRM -103

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. What do you mean by HR policies? Discuss various factors affecting HR policy in the organization.
2. Define the various stages of acquisition and development.
3. How do you describe employee relations as the backbone in the organization?
4. What is the relevance of labour legislations on people management?
5. Write Short notes on any *two* of the following:
 - a. Maintenance
 - b. Recruitment & Selection
 - c. Succession Planning

MAHRM (Distance Mode) – Previous Year

Course Title: Human Behaviour at Work

Course Code HRM -104

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. Define Human Behaviour. Explain its importance in relation to the workplace setting. Illustrate your answer with relevant examples.
2. Describe the theories of Adult Learning in relation to the learning experiences of an individual.
3. What is motivation? Discuss the factors affecting motivation of an employee.
4. What are the leadership traits? Explain its applicability for successful integration of workplace strategies.
5. Explain the interpersonal relationships and discuss its importance for job satisfaction.

MAHRM (Distance Mode) – Previous Year

Course Title: Human Resource Development

Course Code HRM -105

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. What is Human Resource Development (HRD)? Explain its historical origin in relation to the Indian Workplace Setting.
2. Describe the Integrated model of HRD. Discuss your answer with relevant examples.
3. What are the Subsystems of HRD? Describe Training and Development as one of the sub systems of HRD.
4. What are the competency based models in HRD? Discuss the core and essential qualities with relevant examples.
5. Write Short Notes:
 - a. HRD Coping mechanism
 - b. Evaluation Process of Training and Development.

MAHRM (Distance Mode) – Previous Year

Course Title: Business and Social Environment

Course Code HRM -106

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. Describe the changing face of Indian Economy since independence and its impact on business.
2. Briefly explain the industrial and fiscal policy of India. Also discuss role of economic institutions at National and global levels.
3. What is meant by Socialization of individuals? How can it impact the development of an individual?
4. Explain Business models both in traditional and contemporary terms.
5. Write Shorts notes on
 - a-Types of Economies
 - b-Sociology of Work

MAHRM (Distance Mode) – Previous Year

Course Title: Management Research and Quantitative Techniques Course Code HRM-107

Session: 2020-21

Max. Marks: 30

Note: Attempt any 3 questions. All questions carry equal marks.

1. What is Research? Describe the nature and scope of social and management Research.
2. Give an overview of steps in social science Research. Also discuss the ethical issues in research.
3. What is Data Collection? Discuss the various methods of data collection.
4. What is a Research Design? Briefly explain the various Research design giving examples.
5. Write short notes on
 - a- Central Tendency: Mean, Median, Mode
 - b- Classification and Tabulation of Data.