

ANDHRA UNIVERSITY

SCHOOL OF DISTANCE EDUCATION

FIRST YEAR 2009 - 2010

MASTER OF HUMAN RESOURCE MANAGEMENT (MHRM)

Course 101: Human Resource Management

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the concept of HRM. Elaborate the approaches to the study of HRM.
2.	Discuss Recruitment, Selection and Induction Process of : <ul style="list-style-type: none">• A Software Engineer• An Assistant Manager in Marketing of a manufacturing Company
3.	What are the up-to-date methods of compensation?
4.	Discuss the nature of work of the employees in the service sector
5.	What is HRD? Discuss the HR diagnostic tools and developmental tools

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Discuss how to resolve Line and Staff conflicts?
2.	Elaborate the Government Policy on recruitment?
3.	Discuss the HRM issues in the IT Sector?
4.	What are the various levels of wages? Elaborate the concept of need based minimum wage
5.	Present an account on various software packages on HR?

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MASTER OF HUMAN RESOURCE MANAGEMENT (MHRM)

Course 102: Principle of Management

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the evolution of principles of management and its functions
2.	Discuss the contribution of F.W. Taylor to Scientific Management Theory
3.	Describe the Bureaucratic approach to management
4.	Explain different levels, skills and roles of managers
5.	Describe the importance of an entrepreneur in the society

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	What is the concept of planning as an element of management process? Discuss its role in present day business organizations?
2.	Explain the process of strategic planning? Discuss the advantages and disadvantages of strategic planning?
3.	Explain the concept of MBO and its significance in organizational effectiveness
4.	Discuss the importance of decision making in management
5.	Define production and discuss the production management concept

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MASTER OF HUMAN RESOURCE MANAGEMENT (MHRM)

Course 103: Labour Legislation and Case Law - 1

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Examine the objectives of Labour Legislation and explain its need and scope
2.	Describe the influence of Indian Constitution on Labour Legislation
3.	Define factory and analyze its provisions, how it protects the health of factory workers
4.	Discuss the importance of AP shops and establishment act 1988
5.	Can the contract Labour (Regulation and Abolition) act 1970 protect contract labour in getting regular employment

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the provisions of industrial employment standing orders act 1946
2.	Discuss the importance of industrial disputes act 1947
3.	Describe the trade union act 1926
4.	Discuss the ESI act 1948
5.	Explain provident fund and miscellaneous provisions act 1952 and schemes (pension and insurance)

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Course 104: Organisational Behaviour

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the meaning, scope and importance of Organisational Behaviour
2.	Describe the different approaches of Organizational Behaviour
3.	What is group dynamics? Explain decision making process
4.	Discuss the contribution made by Max Weber in understanding the organizational structure
5.	Explain the different leadership theories

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	What is motivation and how it is useful for management
2.	Explain Maslow's need hierarchy theory
3.	Describe the communication process and explain the different communication systems
4.	Explain nature of conflict and how do you resolve it
5.	What is OD? explain how transactional analysis improves interpersonal relationship.

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Course 105: Industrial Relations

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Describe the scope and importance of Industrial Relations
2.	Explain critically the industrial relations policy of India
3.	Discuss the different approaches of industrial relations
4.	Explain the significance of code of discipline and code of conduct
5.	Describe the Indian trade movements and prospects

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the comparative analysis of industrial relations systems in UK and USA
2.	Describe the concept of workers participation in management and advantages
3.	Discuss the recent trends in trade unionism after the recent supreme court judgment in the case of T.K. Rangarajan, appellant Vs. Govt. of Tamil Nadu 2003 LAB, I.C. 2646
4.	Explain the significance of standing orders and grievance procedure system in IR
5.	Describe the difference between associations and trade unions

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Course 106: Human Resource Development

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Define HRD and explain micro and macro perspectives of HRD
2.	What are the various HRD sub-systems and explain each subsystem
3.	Describe performance appraisal and its objectives
4.	Explain the importance of training and its advantages
5.	Discuss the social and economic issues of HRD

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the various methods of human resource accounting
2.	Discuss the role of transactional analysis in creating proper human resource environment
3.	How do you determine training needs
4.	Design a training programme for HR executives
5.	Discuss the concept and significance of strategic human resource development

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Course 107: Employee Welfare and Labour Administration

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the principles of labour welfare
2.	Discuss the historical development of labour welfare in India
3.	Describe the statutory and non-statutory labour welfare programmes implementing in factories
4.	Explain social security concept and scope in protecting labour in India
5.	Describe the functions of chief inspector of factories

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	How Indian constitution is safe guarding labour welfare
2.	Discuss the role of management, union and state in implementing labour welfare
3.	Describe the various approaches to the philosophy of labour welfare
4.	Explain different social security measure implementing in India
5.	Examine the Employees' Provident Fund scheme and ESI scheme

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Course 201: Strategic and International Human Resource Management

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Define the concept of strategy and explain different types of strategies
2.	Explain how human resource planning and strategy are interrelated
3.	Describe the role of HR manager in strategic planning
4.	Discuss how to effectively utilize of human resources.
5.	Explain how to deal with employee shortages and surplus man power

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the modern trends in the compensation systems
2.	Explain how to link performance with pay
3.	Describe the significance and scope of IHRM
4.	Examine the multinational companies are different from domestic companies in utilizing in human resource
5.	Discuss the HRM practices in response to globalization

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Course 202: Business Environment

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Define business environment and explain various factors
2.	Examine the micro and macro issues of business environment
3.	What are the various parameters that encounter a business environment
4.	Describe the role of state and central government in regulating Indian business
5.	Discuss the role of private sector in India after 1991

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Describe the causes and consequences of globalization in business environment
2.	Examine the impact of WTO on foreign trade
3.	Explain various strategies for globalization
4.	Discuss the challenges of Indian business environment
5.	Explain the impact of modern technology in business environment

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MASTER OF HUMAN RESOURCE MANAGEMENT (MHRM)

Course 203: Labour Legislation and Case Law - II

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the principles of natural justice
2.	Describe social justice with suitable examples
3.	Discuss the role of ILO in bringing equality
4.	Explain the advantages of minimum wages act 1948
5.	Describe the provisions of equal remuneration act

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Describe the workmen compensation act
2.	Explain salient features of plantation labour act 1951
3.	Discuss the advantages of payment of wages act
4.	Describe the judicial activism
5.	Explain the AP national festival holidays act

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Course 204: Industrial Economics and Management of Technology

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the nature and scope of industrial economics
2.	Describe the industrial revolution and its socio-economic consequences
3.	Discuss the labour problems in developing economy
4.	Examine the basics of labour market and its supply and demand
5.	Explain the economic and social traits of Indian industrial workers

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the concept of full employment
2.	Describe the kinds of technology and its impact on economic development
3.	Discuss the skill development and technology transfer with a human face
4.	Explain the total quality management and how it effects an organization
5.	Explain the productivity measurement techniques

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MASTER OF HUMAN RESOURCE MANAGEMENT (MHRM)

Course 205: Research Methods and HR Skills

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the nature of science and scientific methods
2.	Describe the importance of hypothesis in social research
3.	What is sampling and explain various sampling methods
4.	Describe the need of different research designs in social research
5.	Find out the standard deviation and C.V for the following data: Class: 0-10 10-20 20-30 30-40 40-50 50-60 60-70 70-80 80-90 90-100 Freq: 1 3 6 10 12 11 6 3 2 1

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Discuss the relative importance of verbal and non-verbal communication
2.	Examine the structure and delivery of presentations
3.	Explain the application of Johari's window to individual communication
4.	Explain advantages and disadvantages of using e-mail for corporate communications
5.	Write a call letter calling applications for general manager post in your company

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Course 206: Management of Unorganised Labour

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Define and describe the characteristics of unorganized labour
2.	Describe the characteristics of plantation labour and forest labour
3.	Discuss the legal provisions regarding the mines and quarry workers
4.	Examine the legal provisions to protect women employment
5.	Explain the role of ILO in prohibiting child labour

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Describe the role of trade unions in protecting unorganized labour
2.	Explain the problems of contract workers and bonded labour
3.	Discuss the role of minimum wages act in protecting unorganized labour
4.	Explain the social security provisions available to unorganized labour in India
5.	Describe the role of Jana Sikshna Samsthan in organizing the unorganized sector

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Course 207: Information Technology and Human Resource Information System

Assignment – 1

Answer All Questions

Marks: 5 x 5 = 25

1.	Define computer and explain various computer generations
2.	Explain the different types of input and output devices
3.	Discuss the role of MIS in decision making
4.	Describe the information system and design
5.	Explain the concept and various types of network topologies

Assignment – 2

Answer All Questions

Marks: 5 x 5 = 25

1.	Explain the process of acquiring and implementing HRIS
2.	Explain the process of development and information technology of MIS
3.	Describe the merits and limitations of enterprise resource planning
4.	Discuss the role of computer technology in HRM
5.	Explain the MIS application in manufacturing sector

GUIDELINES FOR ANSWERING ASSIGNMENT

1. Assignments constitute the continuous evaluation which carry a weightage of 25 per cent in each course. There will be two assignments for each course. The Candidates should answer compulsorily both the assignments per course and the average of two will be counted for the purpose of final result. A candidate shall be declared to have passed in the assignments if he / she secures not less than 10 marks in each course.
2. The main purpose of assignment is to test the student's comprehension of the course material sent to him and also in helping him in getting through the courses. The information given in the printed course material should be sufficient for answering the assignments. The answers should be complete in all respects. Incomplete answers bring poor marks. The assignments are to be submitted to School of Distance Education, Andhra University before the due date. It is desirable that the student should retain a copy of all assignment responses which he / she submits.
3. Answering Assignments: While Answering Assignments:

- i) A Student should read the assignment carefully and follow the specific instructions, if any.
- ii) He / She has to study thoroughly the units on which assignments are based.
- iii) He / She should note down relevant points of answers; rearrange those points in a logical order and draw a rough outline of answer. In respect of essay questions, introduction as well as conclusion are to be given. The answer should be logical, cohesive and it should have clear connections between sentences and paragraphs.

The answer should cover the main points of the question. While solving case questions, proper format should be used.

- iv) Each Assignment is to be answered and submitted separately in a booklet form using A-4 Size papers providing clear cut margins and sufficient space in between each answer. On the top of the first page of each assignment the required information be furnished invariably in the format given below.
- v) The responses should be in candidate's own handwriting. Print or Typed answers will not be accepted. Answers copied either from course material sent by the University or from the response sheets of other students or Xerox copy of other's assignment will get zero marks. After receiving the assignment from the candidate, the Office of the School of Distance Education will arrange to sent acknowledgement thereon.

4. The top of the first page of each assignment should consist of the following information.

a) Regd. No. _____

b) Academic Year: _____

c) Study Centre: _____

d) Course Code & Title: _____

e) Assignment No. _____

f) Signature: _____

g) Date: _____

Name and Address: _____

If pass marks are not obtained in any assignment, it should be resubmitted. Since the Assignment Question Papers are being changed every year, backlog candidates shall have to answer the current year assignment question papers and submit the assignments. Assignments submitted on the basis of previous years question papers will not be considered. Once the pass marks are obtained, the assignments cannot be resubmitted for improvement of marks / class.

We remind that you have to submit the assignments before the due date i.e., 07.06.2010 for Final Year Students and 09.06.2010 for 1st Year Students to the School of Distance Education.

After the due date assignments will be accepted upto 25.06.2010 with a fine of **Rs.1,400/-**. After that the Assignments will not be accepted for valuation.

Note: Please Note that there is no revaluation provision for assignments. Hence, candidates should take necessary precautions while answering the assignments.