

## Chapter 2—Introduction to Human Relations

### MULTIPLE CHOICE

1. The study of human relations broadly analyzes:
  - a. workplace relations, differences, and strategies.
  - b. human behavior, personality, strategies, resolution of behavioral problems, and relationships.
  - c. the relationship between human behavior and technological advances.
  - d. individual behavior patterns.
2. One reason that the importance of interpersonal relations in business is increasing is:
  - a. organizations' ability to demonstrate human-like qualities.
  - b. the increasing evolution of the world through the use of computer technology.
  - c. organizations' increasing confidence various relations.
  - d. the decreasing costs of implementing human relations programs.
3. Many companies are improving interpersonal relations by:
  - a. attempting to establish a strong financial structure to ensure employee satisfaction.
  - b. using technology to enhance employees' involvement in management decisions.
  - c. organizing their workers into teams so that each employee plays a part.
  - d. offering stock options to stockholders.
4. The increase in workplace incidents particularly threatens which of the elements of good interpersonal relations?
  - a. Trustworthiness and group relations.
  - b. Assembly productivity.
  - c. Appropriate use of workplace technology.
  - d. Relationships between supervisors and subordinates.
5. Studies have shown that most people fail in their jobs because:
  - a. they were not trained.
  - b. their job descriptions did not match expectations.
  - c. they had demonstrated alternative personalities.
  - d. their technical skills were lacking.
6. People skills are usually described as having the following abilities:
  - a. internal motivation and general enthusiasm.
  - b. managing time effectively and resources.
  - c. technical abilities and good cooperation with people.
  - d. good interaction with people and thinking skills.
7. Individuals can achieve greater satisfaction from their careers and personal lives when they are supported and able to manage:
  - a. the relationships with their personal selves.
  - b. their one-to-one relationships.
  - c. their group member relationships.
  - d. all of these.

# Introduction To Human Relations Chapter Review Questions

**P L Rao**



## **Introduction To Human Relations Chapter Review Questions:**

**Human Resources Management** V. S. P. Rao, Rao, 2007 The book presents the fundamentals of Human Resource Management in a simple lucid and easily understandable style It provides a comprehensive coverage to a vast growing discipline well supported by a wealth of research data collected from multifarious sources potently and carefully A notable feature of the book is that it gives extensive coverage to HRD topics The book contains a number of informative tables summary boxes and useful diagrams It is also liberally sprinkled with current examples and illustrations designed to convey the information in an uncomplicated manner The book is primarily meant for students pursuing advanced courses in Human Resource Management such as MBA PGDBA M Com and IAS Some of the changes in the Second Edition are summarized below v A refined version of SHRMv Total quality HRM approachv Summarised versions of best employers in India especially their recruitment selection training and executive development practicesv Succession planning and succession management enriched with live corporate examplesv 360 degree feedback system essentials of an effective appraisal system potential appraisalv How leading Indian companies appraise potentialv Latest data regarding union membership union recognition criteria and rights voluntary recognition and the code of discipline verification of union membership the check off system recommendations of NCL current trends in trade unionismv Features of industrial relations approaches to industrial relations latest data regarding industrial disputesv Important uses of human resource information systemv New chapter on International Human Resource Managementv Study Aids in a New Format Discussion questions Internet sources true false questions key term exercises student activities etc have been brought under one roof i e at the end of each chapterv 9 New Cases The case of the risky recruit the case of bench management the case of TQM and innovation compensation crises incentive issues the case of variable pay the case of involuntary VRS the case of mentoring management and the case of the hushed relationship

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**SPHR Professional in Human Resources Certification Study Guide** Sandra M. Reed, Anne M. Bogardus, 2012-04-18

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**Management** V.S.P. Rao,V Hari Krishna,2009 The book abounds in meritorious features such as tables charts illustrations skill building exercises cases games incidents which set it apart from other books on management The topics have been presented in a simple concise and interesting manner Every attempt has been made to maintain easy readability and quick comprehension Contemporary examples personality profiles corporate experiences have been provided at relevant places to enrich the contents further The book is primarily meant for students pursuing advanced courses in management such as MBA PGDBA M Com IAS B Com Hons and BBA

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of the Society for Human Resource Management and is himself certified as a Senior Professional in Human Resource Management. He has managed small HR operations as well as large HR organizations. Dr Phillips is on the faculty of Indiana University South Bend where he teaches graduate and undergraduate human resource classes. He has previously taught courses in training and development at the higher education level. Dr Phillips publishes frequently in these areas. For many people this book will remove the mystery that has surrounded this exam for years and also ease a great deal of their anxieties.

Haley C Recio, Director of Human Resources and Administration, Teknovus Inc. Human Resources Management Wendell L. French, 2007. Ideal for management majors who plan to become HRM professionals, this highly accessible text presents a conceptual model of the field, placing HRM in the overall context of business management. Students gain a broad practical understanding of how HRM policies affect the workplace, from productivity, quality, and customer service to employee morale. French addresses timely issues, changing the current role of HRM, including international topics, technology, and the Internet, social responsibility, and performance appraisal. Several pedagogical features reinforce the author's conceptual approach to human resources management. Chapter-ending Experiential Exercises promote group discussion and role playing through real world challenges such as discrimination, laws, safe healthy work environments, and negotiation skills. Comprehensive Cases, taken from respected publications such as The New York Times and The Wall Street Journal, explore contemporary issues in HRM, like the new face of organized labor and the implications of an aging workforce. New Ethical Perspectives boxes expand on the ethical standards maintained by human resource managers today. Topics covered in this new feature include employee healthcare, executive incentives, and outsourcing. A Conceptual Model presents human resource management in the context of the overall management process. Students see the connections between HRM policies and organizational outcomes such as customer service, productivity, quality, and employee morale. Cartoons with content-based captions help students to interpret the concepts and real world issues facing HRM managers. International Perspectives boxes present current, timely issues, the pros and cons of outsourcing, U.S. educated immigrants returning home to work, and employee involvement in foreign countries. Contemporary Perspectives explore HRM topics from managing change and hiring, accountability to connecting pay to performance.

**Enriching Human Capital Through Training and Development** P. L. Rao, 2009. The development of Human Resource has assumed importance particularly after the government's focus on HRD, introduction of liberalized economy, and globalisation of world trade. This has led to world trade competition. For this purpose, every corporate entity sought ISO certification, which enjoins on the industry to impart regular training to its workforce. Thus, training has taken centerstage. HR is now considered as human capital, and much importance is given to the development and training of this unique resource. The one area in HR that found global visibility is training. Training has a direct relationship to HR's concern about human capital development and globalisation of workforce. People want to study at their own pace and time. The exciting development area is therefore e-learning. Keeping the above developments in view, it is imperative that business

organisations should develop their own internal resources for training and development of their workforce While giving stress on management development most organizations ignore development and training of operatives who constitute the bulwark of their human capital This aspect has been suitably taken care of in this book This comprehensive book covers all aspects of training and development starting from conceptual inputs to management of training environment instructor s competencies transfer of learning IT based training to mention a few should be presented to line managers The book is divided into four parts Training and Development Training Delivery Evaluation of Training and the last part containing eleven Appendices relating to the Text Attempt has been made to present the subject in a succinct and lucid manner bringing the latest on the subject The text focuses not only on the traditional training methods but also on the importance of development dimensions This comprehensive compendium on training and development sprinkled with copious examples will be useful for the budding trainers HR practitioners and academicians alike

**Management Principles and Practices by Lallan**

**Prasad and SS Gulshan ,**

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