

Master of Business Administration- MBA Semester 3
MU0010 – Manpower Planning and Resourcing - 4 Credits

(Book ID: B1228)

Assignment Set- 1 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. What are the steps involved in manpower planning?
- Q2. Describe the different types of selection interviews.
- Q3. How does Human Resource Accounting help the organization in its effort for development of employees?
- Q4. Distinguish between internal and external sources of recruitment.
- Q5. Explain the different levels of talent engagement.
- Q6. Mr. Aravind works at K&D Company. Recently two fellow team members were shifted to another team and their work was handed over to him. This affected his performance and also left him dissatisfied. Finally, he forwarded his resignation letter to the HR Department. The HR Manager decided to conduct an exit interview with Mr. Aravind. What questions do you think that the HR manager would want to ask Mr. Aravind?

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Assignment Set- 2 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. Describe the major approaches of talent development.
- Q2. What are the benefits of manpower demand forecasting?
- Q3. Describe knowledge management.
- Q4. What are the major hindrances that one encounters while carrying out manpower planning?
- Q5. What benefits does an organization get out by setting up an academy?
- Q6. Ms. Lalita Singh has joined Triumphant India Private Limited. As an HR Manager, how would you prepare an induction programme for her?

Master of Business Administration- MBA Semester 3
MU0011 –Management and Organizational Development - 4 Credits

(Book ID: B1229)

Assignment Set- 1 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. What is the role of power and politics in the practice of OD?
- Q2. What are the major types of changes in an organization?
- Q3. What are the five different types of OD practitioner styles?
- Q4. Explain the life cycle of resistance to organizational change in detail.
- Q5. What are the three levels of work groups?
- Q6. Suppose you are an OD practitioner. What are the challenges that you have be prepared for while carrying out organization development?

Master of Business Administration- MBA Semester 3
MU0011 –Management and Organizational Development - 4 Credits

(Book ID: B1229)

Assignment Set- 2 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. What are the characteristics of organizational development?
- Q2. Explain team building interventions.
- Q3. What are the goals of sensitivity training?
- Q4. Distinguish between management and administration.
- Q5. State the characteristics of organizational culture.
- Q6. Suppose a steel industry wants to form a Quality Circle. What would be the criteria that you would set to form it? What are the benefits that you see in forming a quality circle?

Master of Business Administration- MBA Semester 3
MU0012 –Employee Relations Management - 4 Credits

(Book ID: B1230)

Assignment Set- 1 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. What are the benefits that an organization enjoys by implementing employee participation?
- Q2. Describe the different systems in an organisation that use Employee Relation Management tools.
- Q3. What are the reasons for maintaining good industrial relations in an organization?
- Q4. How are trade unions classified?
- Q5. What are the four strategy levels in an organization?
- Q6. Suppose you are the HR Manager of a software company that is facing severe financial loss due to recession. What action would you take to keep your employees positive and motivated?

Master of Business Administration- MBA Semester 3
MU0012 –Employee Relations Management - 4 Credits

(Book ID: B1230)

Assignment Set- 2 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. Every organisation faces disciplinary problems from employees. Explain the major types of disciplinary problems faced in organisations.
- Q2. Explain the challenges that international employees encounter.
- Q3. What are the different leadership styles that are adopted by managers as per the Managerial Grid Model?
- Q4. What are the components of a Human Resource Information System?
- Q5. What are the provisions of the Factories Act 1948 that ensure social security measures of workmen in a factory?
- Q6. Imagine yourself as the HR Manager of a steel company and you find that for members of the production team in your organisation are in conflict and this has affected the productivity of the team. What steps will you take to resolve the conflict and improve the team productivity?

Master of Business Administration- MBA Semester 3

MU0013 –HR Audit- 4 Credits

(Book ID: B1231)

Assignment Set- 1 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. What are the main objectives of Human Resource Planning?
- Q2. What are the trends in HR audit seen in Indian scenario?
- Q3. Write a short note on employee orientation programme.
- Q4. Explain the different types of competencies with examples.
- Q5. What are the reasons for implementing the human resource scorecard?
- Q6. Elaborate on the need for Human Resource Audit.

Master of Business Administration- MBA Semester 3

MU0013 –HR Audit- 4 Credits

(Book ID: B1231)

Assignment Set- 2 (60 Marks)

Note: Each Question carries 10 marks. Answer all the questions.

- Q1. Explain the linkages between HR Audit and business functions.
- Q2. Write a short note on focus groups.
- Q3. Explain the audit of human resource function.
- Q4. What are the components of human resource development audit?
- Q5. Explain how audit of training is conducted.
- Q6. Elaborate on the different aspects work place policies and practices to be considered by the employers.

Master of Business Administration - Semester 3

MB 0050: "Research Methodology"

(4 credits)

(Book ID: B1206)

ASSIGNMENT- Set 1

Marks 60

Note: Each Question carries 10 marks. Answer all the questions.

1. How is a research problem formulated?
2. What are the characteristics of good research design?
3. How case study method is useful to Business Research?
4. Distinguish between Schedules and questionnaires.
5. What are the contents of research reports?
6. Write short notes on the following:
 - a. Median
 - b. Standard Deviation

Master of Business Administration - Semester 3

MB 0050: "Research Methodology"

(4 credits)

(Book ID: B1206)

ASSIGNMENT- Set 2

Marks 60

Note: Each Question carries 10 marks

1. What is the significance of research in social and business sciences?
2. What is the meaning of hypothesis? Discuss the types of hypothesis.
3. Explain the sampling process
4. Distinguish between Schedules and Questionnaires.
5. What are the problems encountered in the interview?
6. Write short notes on the following:
 - a. Dispersion
 - b. Mathematical averages

Master of Business Administration - Semester 3

MB 0051: "Legal Aspects of Business

(4 credits)

(Book ID: B1207)

ASSIGNMENT- Set 1

Marks 60

Note: Each Question carries 10 marks. Answer all the questions.

1. "All agreements are not contracts, but all contracts are agreements". Comment.
2. What are the essentials of a contract of sale under the sale of Goods Act, 1930?
3. Describe the main features of Consumer Protection Act 1986.
4. What are the duties and powers of an 'authorised person' under FEMA, 1999?
5. What do you mean by Memorandum of Association? What does it contain?
6. Write a note on the following:
 - a. Copy Right Act
 - b. Pledge

Master of Business Administration - Semester 3

MB 0051: "Legal Aspects of Business

(4 credits)

(Book ID: B1207)

ASSIGNMENT- Set 2

Marks 60

Note: Each Question carries 10 marks

- 1) "Freedom to contract is a myth or an illusion". Discuss
- 2) Distinguish between a contract of guarantee and a contract of indemnity.
- 3) What is Partnership? Briefly state special features of a partnership on the basis of which its existence can be determined under the Indian Partnership Act?
- 4) Distinguish between condition and warranty. State the circumstance under which a condition can be waived and treated as a warranty.
- 5) "A cheque is a bill of exchange drawn on a banker". Comment.
- 6) Write short note on
 - a. Digital signature
 - b. Prospectus