Assignment 0

The task for you is to submit the assignment by 23:59 IST.

Due on 23-01-27, 23:59 IST

1. Dominating refers to:
   a. Bringing down the size of the organization by reducing the number of buildings.
   b. Bringing down the size of the organization in terms of the official procedures required to do the work.
   c. Bringing down the size of the organization in terms of the number of people who work for the organization.

   Accepted Answer

2. Concentrated work-relates refer to:
   a. Reducing the total number of people.
   b. Reducing the spread of the work during the week.
   c. Making adjustments both to the total number and the spread of the work in the week.

   Accepted Answer

3. In most government departments, there is a Head of a specified department who supervises and is assisted by a number of workers who come under the head but are all paid equally. This is true in service departments and are each assisted by a number of people, as the cost of organizational structure is essential for and significantly helps with:
   a. Legal compliance.
   b. Organizational flexibility.
   c. Succession planning.

   Accepted Answer

4. Offshoring refers to:
   a. Setting up an office in the area.
   b. Sending lower priority jobs overseas.

   Accepted Answer

5. Telecommuting refers to:
   a. Conducting over the television.
   b. Conducting business over virtual media irrespective of where one is physically present.

   Accepted Answer

6. Brain drain refers to:
   a. Fleeing from something.
   b. Moving to more lucrative opportunities.
   c. Feeling from work and not being able to do anything constructive.

   Accepted Answer

7. The type of planning that deals with planning of people in the organization and the work they are likely to do and how much they are likely to be paid, is called:
   a. Strategic planning.
   b. Tactical planning.
   c. Functional planning.

   Accepted Answer

8. With reference to job analyses methods, observation is suitable for:
   a. Jobs that require skill and precision to physically do the work that has been arranged.
   b. Jobs that require critical thinking and insight.

   Accepted Answer

9. With reference to requirements of effective appraisal systems, relevance refers to:
   a. Clear link between the critical job elements.
   b. Transition of job requirements into levels of acceptable or unacceptable.
   c. Consistency of judgment.
   d. Ease of understanding by use of appraisal instruments.

   Accepted Answer

10. With reference to requirements of effective appraisal systems, performance standards refer to:
   a. Priorities between the critical job elements.
   b. Translation of job requirements into levels of acceptable or unacceptable.
   c. Consistency of judgment.
   d. Ease of understanding by use of appraisal instruments.

   Accepted Answer