

INTERNAL ASSIGNMENT QUESTIONS
M.A. PUBLIC PERSONNEL MANAGEMENT FINAL
2024



PROF. G. RAM REDDY CENTRE FOR DISTANCE EDUCATION

(RECOGNISED BY THE DISTANCE EDUCATION BUREAU, UGC, NEW DELHI)

OSMANIA UNIVERSITY

(A University with Potential for Excellence and Re-Accredited by NAAC with "A" + Grade)

DIRECTOR
Prof. G.B. Reddy
Hyderabad – 7 Telangana State

Dear Students,

Every student of M.A. PPM Final has to write and submit **Assignment** for each paper compulsorily. Each assignment carries **20 marks**. The marks awarded to the students will be forwarded to the Examination Branch, OU for inclusion in the marks memo. If the student fail to submit Internal Assignments before the stipulated date, the internal marks will not be added in the final marks memo under any circumstances. The assignments will not be accepted after the stipulated date. **Candidates should submit assignments only in the academic year in which the examination fee is paid for the examination for the first time.**

Candidates are required to submit the Exam fee receipt along with the assignment answers scripts at the concerned counter on or before **07-06-2024** and obtain proper submission receipt.

ASSIGNMENT WITHOUT EXAMINATION FEE PAYMENT RECEIPT (ONLINE) WILL NOT BE ACCEPTED

Assignments on Printed / Photocopy / Typed will not be accepted and will not be valued at any cost. Only

HAND WRITTEN ASSIGNMENTS will be accepted and valued.

Methodology for writing the Assignments (Instructions) :

1. First read the subject matter in the course material that is supplied to you.
2. If possible read the subject matter in the books suggested for further reading.
3. You are welcome to use the PGRRCDE Library on all working days for collecting information on the topic of your assignments. (10.30 am to 5.00 pm).
4. Give a final reading to the answer you have written and see whether you can delete unimportant or repetitive words.
5. The cover page of the each theory assignments must have information as given in FORMAT below.

FORMAT

1. NAME OF THE STUDENT :
2. ENROLLMENT NUMBER :
3. NAME OF THE COURSE :
4. NAME OF THE PAPER :
5. DATE OF SUBMISSION :
6. Write the above said details clearly on every subject assignments paper, otherwise your paper will not be valued.
7. Tag all the assignments paper wise and submit them in the concerned counter.
8. Submit the assignments on or before **07-06-2024** at the concerned counter at PGRRCDE, OU on any working day and obtain receipt.

DIRECTOR

M.A. PUBLIC PERSONNEL MANAGEMENT (FINAL) INTERNAL ASSESSMENT

PAPER - I: HUMAN RESOURCE DEVELOPMENT

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks) 5x2=10

1. Explain the term Human Resource Development.
2. Short notes on Different Leadership Styles.
3. What are the functions of HRD Managers.
4. What is Human Resource Planning.
5. Discuss the important stages in Career Development.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks) 2x5=10

1. Write an essay on training needs and its importance in an organisation.
2. Explain the principles and core concepts of Total Quality Management (TQM).

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PAPER - II : EMPLOYER – EMPLOYEE RELATIONS

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Discuss the various concepts in Employer – Employee Relations.
2. Explain the Authoritarian Theory.
3. Explain the forms of discipline.
4. Explain the growth and development of employer's association and their functions.
5. Explain the important features of Lokpal.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

2x5=10

1. Explain the strategies and planning for implementing the workers participation.
2. Critically examine the citizen control over administration.

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PAPER - III : INDUSTRIAL RELATIONS & LABOUR LEGISLATIONS

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Emerging issues in Industrial Relations.
2. System Approach to Industrial Relations.
3. Need for Employee Welfare .
4. Principles of Labour Welfare.
5. Statutory Labour Welfare Programmes.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

2x5=10

1. Explain the concept of Industrial Relations and discuss its objectives and significance
2. Discuss various labour legislations enacted by the Government of India.

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PAPER - IV : COMPENSATION ADMINISTRATION

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks) 5x2=10

1. Define and explain the concept of “Minimum Wage”.
2. Discuss the objectives of Job-evaluation.
3. Examine the features of piece wage systems.
4. Discuss the unique features of Managerial Compensation.
5. Examine the Role and functions of Pay Commissions.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks) 2x5=10

1. Explain the functions and objectives of Personnel Department.
2. Explain the recommendations on Civil Services by I and III Pay Commissions..

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PAPER - V : RESEARCH METHODS

SECTION - A

UNIT – I : Answer the following short questions (each question carries two marks)

5x2=10

1. Define Research.
2. What is Applied Research.
3. Case Study Method.
4. What is Questionnaire.
5. Report Writing.

SECTION – B

UNIT – I : Answer the following questions (each question carries two marks)

2x5=10

1. Write the meaning, objectives, scope & importance of Social Science Research.
2. Explain the various methods of data Collection.
