

## Chapter 2

# Training and Development and Human Resource Development

1. Training is an important HRD activity in organizations not because:
  - (a) It reinforces HRM in organization
  - (b) It fulfils the need for internal staffing
  - (c) It enhances job-related skills
  - (d) It facilitates acquiring of new skills
  - (e) It attracts talent from competing organizations
2. Training serves following important purposes, excepting:
  - (a) To increase the performance level of an employee and to develop him/her in such a manner that he/she can rise to the position of higher responsibility
  - (b) To constantly develop manpower to meet the current as well as future needs of an organization
  - (c) To ensure effective utilization of human resources
  - (d) To contribute to social capital development through employee development
  - (e) To help employees to identify themselves with the organization
3. Indicate which of the following is not a need for manpower training in an organization:
  - (a) Updating knowledge

- (b) Avoiding manpower obsolescence
  - (c) Improving performance
  - (d) Developing skills
  - (e) None of the above
4. Identify the generic area(s) of training for top- and middle-level managerial people:
- (a) Planning
  - (b) Control
  - (c) Coordination
  - (d) All of the above
  - (e) None of the above
5. For designing an effective training programme, an organization needs to follow certain steps, excepting:
- (a) Identification of training needs
  - (b) Selection of strategies for training methods
  - (c) Budgeting the cost for training delivery
  - (d) Choosing the training methods
  - (e) Deciding on training packages
6. Indicate which is not a part of the sequence of training programmes:
- (a) Designing the programme matching with the learning process
  - (b) Matching the programme to the organization's expectations
  - (c) Developing the training group
  - (d) Organizing training for all employees of the organization

- (e) Achieving consistency in training
7. Indicate which is not a valid statement for training policies:
- (a) It aims at relating employees with the core business of the organization
  - (b) It provides guidelines to practise training and development functions
  - (c) It authenticates organizational commitment to employees' development
  - (d) It guides strategic decision-making processes
  - (e) None of the above
8. Indicate which of the following is not a training objective:
- (a) Action statements on training and development
  - (b) Formal statement of the purposes of training
  - (c) Helping the participants to relate themselves with the training programmes
  - (d) Helping the trainers to focus on appropriate training delivery
  - (e) Helping the organization to design the training feedback form
9. Computer-based training (CBT) programmes are of following types, excepting:
- (a) Text-only
  - (b) CD-ROM
  - (c) Multimedia
  - (d) Video streaming
  - (e) Virtual reality
10. A blended training approach indicates:
- (a) Use of more than one approach while training the employees

- (b) Ensuring training programmes are more result oriented
  - (c) Facilitating the development of application-based knowledge
  - (d) Strengthening employee involvement in the training process
  - (e) All of the above
- (f) Which of the following is a valid statement for TNA survey instrument?
- (a) Personal profile of the respondent
  - (b) Respondent's assessment of his/her organization
  - (c) Self-assessment of training needs
  - (d) Preferences of training service providers and training arrangements
  - (e) All of the above