**MASTER OF BUSINESS ADMINISTRATION (MBA)**

**DHRM304- HR AUDIT**

**Assignment Set – 1**

**1. Elucidate upon components of HRD audit.**

**Ans:** The HRD audit is divided into three components:

* **Organisation and Administration of Human Resource**
* **Information Management through Documentation**
* **Computerised HRIS (Human Resource Information System)**

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**2. What are the various approaches to HR audit?**

**Ans:** The various approaches to HR audit include statistical, comparative approach, outside authority, compliance approach and Management By Objectives (MBO) approach. HR audit can be carried out by an internal audit team or an outside agency. Companies reap numerous benefits by conducting HR

**3. What should you keep in mind while scheduling employee meetings/ events? What should the HR auditor do to ensure best practices in the team building systems?**

**Ans: Identify the purpose of the meeting**

Do you need to make a decision, solve a problem, rally the troops, or inform your team about a new initiative? Clarifying

**Assignment Set – 2**

**4. Do you think HR scorecard is an important tool? Why or why not?**

**Ans:** The HR scorecard is a strategic HR measurement system that helps to measure, manage, and improve the strategic role of the HR department. The HR scorecard is meant to measure leading HR indicators of business performance. Leading indicators are measurements that predict future business grow

**5. What are the different types of competencies? Explain with examples.**

**Ans:** Now let us go through certain core competencies for professionals, the behavioural aspects associated to each of them, and elements pertaining to each of them.

1. **Communication Skills:** This does not necessarily refer to English speaking skills. There are various factors leading to effective

**6. List the major findings in the study of the relationship between HR practices an business performance.**

**Ans:** The belief that Human Resource management and development practices have linkages with organisational level outcomes has been the focus of the theoretical and conceptual work undertaken by Peters and Waterman (1982), Porter (1985), and Lawler (1986). Recent empirical work has highlighted the connections between HR practices like selection, performance appraisal, training, job