

### Question 1

Employee separations can stimulate innovation and create opportunities for workplace diversity.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=530741>

### Question 2

Effective mentoring can improve promotional rates, income, and job satisfaction.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=531123>

### Question 3

\_\_\_\_\_ is the process of making information available to decision makers, wherever they are located.

Answer: <https://biology-forums.com/index.php?topic=531650>

### Question 4

A discipline procedure that encourages employees to monitor their own behaviors and assume responsibility for their actions is referred to as \_\_\_\_\_.

Answer: <https://biology-forums.com/index.php?topic=531823>

### Question 5

Statements in an employee handbook are a source of implied contracts, but only a few state courts have ruled that employee handbooks are enforceable contracts.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=531775>

### Question 6

Why do companies typically prefer a nonunion workforce? How does a unionized workforce affect HRM and its policies?

Answer: <https://biology-forums.com/index.php?topic=531950>

### Question 7

Sara is 57 years old and she has been a division manager for Elf Cookies for 32 years. Recently, the business has seen an increase in efficiency and has a surplus of labor. Elf Cookies is offering employees who are 55 and older, and who have worked for the company for over 30 years, specific benefits and financial incentives to retire within the next 60 days. Sara does so. She has:

- A) been bought out.
- B) been discharged.
- C) quit.
- D) taken early retirement.

Answer: <https://biology-forums.com/index.php?topic=530675>

### Question 8

A written document that identifies, describes, and defines a job in terms of its duties, responsibilities, working conditions, and specifications is referred to as a(n) \_\_\_\_\_.

Answer: <https://biology-forums.com/index.php?topic=530272>

### Question 9

Approximately what percentage of U.S. employers have either a policy or a program addressing workplace violence?

- A) 30%
- B) 70%
- C) 10%
- D) 50%

Answer: <https://biology-forums.com/index.php?topic=531991>

### Question 10

Your company is planning a layoff. As you explain the process to the management team, you tell them that outplacement assistance is available,

which means that the:

- A) company will help departing employees find new jobs.
- B) company will measure the rate of employee separations.
- C) company can terminate the relationship with the employee for any reason.
- D) employee will receive a final interview.

Answer: <https://biology-forums.com/index.php?topic=530665>

### Question 11

A job-based pay system works best where jobs don't change often, when a great deal of training is required to learn a job, and when employees expect to move up through the system over time.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=531250>

### Question 12

A work group differs from a team in what way?

- A) A team tends to have better rapport between members than a work group.
- B) A work group depends on an outside supervisor for direction, while a team self-directs.
- C) A work group self-directs, while a team depends on an outside supervisor for direction.
- D) In a team, everyone is equal. In a work group, some members have more power than others.

Answer: <https://biology-forums.com/index.php?topic=530168>

### Question 13

In an interview, worker-requirement questions assess whether a candidate has the basic knowledge needed to perform the job.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=530632>

### Question 14

Ideal behavior strategy is based on the principle that fair employment can be achieved by making employment decisions without regard to race, sex, religion, or color.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=530370>

### Question 15

Which of the following terms refers to an employee who transforms information into a product or service at a firm?

- A) Assembly specialist
- B) Line personnel
- C) HR manager
- D) Knowledge worker

Answer: <https://biology-forums.com/index.php?topic=531555>

### Question 16

The Vocational Rehabilitation Act of 1973 resembles Executive Order 11246 in what way?

- A) They both require that covered organizations have an affirmative action plan to promote the employment of the respective protected groups.
- B) They both mandate that ideal behavior strategy be implemented in all decisions regarding employment and termination of employment.
- C) They both are enforced by the Equal Employment Opportunity Commission (EEOC).
- D) They both require employers to make accommodations at any expense for disabled workers.

Answer: <https://biology-forums.com/index.php?topic=530331>

### Question 17

One side effect of EEO law enforcement is the belief among managers and mainstream employees that organizations have had to compromise their standards to comply.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=530486>

### Question 18

Recent studies have shown that 80% of voluntary separations are unavoidable.

- A) True
- B) False

Answer: <https://biology-forums.com/index.php?topic=530742>

### Question 19

According to estimates, managers and executives spend approximately \_\_\_\_\_ of their time in meetings.

- A) 75%
- B) 25%
- C) 90%
- D) 50%

Answer: <https://biology-forums.com/index.php?topic=531580>

### Question 20

Layne has noticed high turnover among recent hires at her company. During exit interviews, several employees said that their job responsibilities simply weren't what they had expected and that this was their basis for leaving. In order to avoid this kind of problem in the future, Layne should most likely:

- A) provide cross-functional training.
- B) initiate a realistic job preview program.
- C) provide diversity training.
- D) revamp employee orientation.

Answer: <https://biology-forums.com/index.php?topic=530974>