

Take Test: Unit II Assessment

Description

Instructions

General Information:

- This assessment can be opened multiple times, but can only be submitted **once**.
- You may print this assessment to mark your answers prior to entering them online, or you may enter your answers directly online. Periods of inactivity will cause your assessment to time out resulting in an unwanted submission.
 - **Be sure to save each answer as you complete the question in order to avoid losing any work.**
- Before you begin this assessment, and for any questions pertaining to the grading of your assessment, consult the grading rubric specific to this course. In the event there is not a specific grading rubric available, refer to the CSU Grading Rubric found at the Academic Policies link on your Course Menu.
- For any questions pertaining to the grading of your assessment, please refer to the CSU Grading Rubric found at the Academic Policies link on your Course Menu.
- For a description of the various types of questions you may encounter in an assessment, [click here to view the Submission Instructions page](#).

Written Responses:

- Unless otherwise indicated, there is a 200 word **minimum** response required.
- Credible reference materials, including your course textbook(s), may be used to complete the assessment.
 - **If you have questions regarding the credibility of your reference, please contact your professor.**
- **APA Information**
 - In-text and reference citations are required for **all** written responses.
 - **REQUIRED FOR UPLOADED ASSIGNMENTS ONLY:** title page, margins, header, double spacing, and hanging indentation
 - For questions concerning APA formatting, please refer to the APA Guidelines found at the Student Resources link on your Course Menu.

Multiple Attempts

Not allowed. This Test can only be taken once.

Force Completion

This Test can be saved and resumed later.

Save All Answers

Close Window

Save and Submit

Question 1

4 points

Save Answer

The process of getting detailed information about jobs is known as:

- ☐ job analysis.
- ☐ job enlargement.
- ☐ job review.
- ☐ job evaluation.

Question 2

4 points

Save Answer

When an organization structure is strongly based on function:

- ☐ employees tend to require more experience and cognitive ability.
- ☐ jobs tend to involve teamwork or broad responsibility.
- ☐ the focus tends to be on products or customer groups.
- ☐ workers tend to have low authority working in highly specialized jobs.

Question 3

4 points

Save Answer

Which of the following is an element in the final stage of human resources planning?

- ☐ Estimating labor demand
- ☐ Estimating labor supply
- ☐ Program implementation and evaluation
- ☐ Estimating labor surplus/shortage

Question 4

4 points

Save Answer

Highland Medical Center has had several mishaps over the past few months due to miscommunication of critical patient information between nursing staff during shift changes. To address this, the hospital management has introduced a method whereby the person handing off the care of a patient gets control of the situation by engaging the listener's attention, relays enough information to establish the context of the problem, gives an overall evaluation of the condition, and makes a specific suggestion about the best action to take next. Identify the method described in this scenario.

Question Completion Status:

- ☐ SQC
- ☐ SBAR

Question 5

4 points

Save Answer

As manager of a local grocery store, you decide to allow customers to place items on a short conveyer belt to save the cashier the physical strain of bending forward and reaching into carts to retrieve the items for billing. This change is congruent with the _____ approach to job design.

- ☐ empowerment
- ☐ job enrichment
- ☐ ergonomic
- ☐ perceptual

Question 6

4 points

Save Answer

Which of the following methods is best suited to diagnose the underutilization of a certain minority group in an organization?

- ☐ Workforce utilization review
- ☐ Trend analysis
- ☐ Transitional matrix
- ☐ Capacity utilization analysis

Question 7

4 points

Save Answer

A telework arrangement is generally difficult to set up for:

- ☐ call center representatives.
- ☐ software programmers.
- ☐ manufacturing workers.
- ☐ professionals.

Question 8

4 points

Save Answer

In the context of HR planning, implementation that ties planning and recruiting to the organization's strategy and to its efforts to develop employees becomes a complete program of:

- ☐ reengineering.
- ☐ total quality management.
- ☐ workforce utilization.
- ☐ talent management.

Question 9

4 points

Save Answer

The U.S. Army's "An Army of One" campaign, designed to create a generally favorable impression of the Army as a good place to work in, was an example of:

- ☐ general advertising.
- ☐ image advertising.
- ☐ saturation advertising.
- ☐ proactive advertising.

Question 10

4 points

Save Answer

Which of the following aspects of recruitment most influence the characteristics of the positions to be filled?

- ☐ Recruitment sources
- ☐ Personnel policies
- ☐ Recruiter traits
- ☐ Recruiter behavior

Question 11

20 points

Save Answer

How does the Occupational Safety and Health Administration (OSHA) encourage organizations to adopt ergonomic job design?

Your response should be at least 75 words in length. You are required to use at least your textbook as source material for your response. All sources used, including the textbook, must be referenced; paraphrased and quoted material must have accompanying citations.



Path: p

Words:0

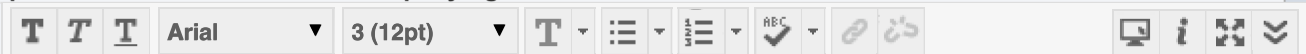
Question 12

20 points

Save Answer

Compare and contrast knowledge, skills, abilities, and other characteristics (KSAOs) and tasks, duties, and responsibilities (TDRs) as they relate to different processes of job analysis.

Your response should be at least 75 words in length. You are required to use at least your textbook as source material for your response. All sources used, including the textbook, must be referenced; paraphrased and quoted material must have accompanying citations.



Path: p

Words:0

Question 13

20 points

Save Answer

What are internal sources of recruitment? What are the advantages and disadvantages of using this source?

Your response should be at least 75 words in length. You are required to use at least your textbook as source material for your response. All sources used, including the textbook, must be referenced; paraphrased and

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Words:0

Click Save and Submit to save and submit. Click Save All Answers to save all answers. Click Close Window to close window.

Save and Submit