

Part	sub/obj	Marks	Question	Answer Option 1	Answer Option 2	Answer Option 3	Answer Option 4	Correct Answer(A/B/C/D)	CO	Bloom's Taxonomy Level
A	obj	1	Which of the following is NOT one of the recommended guidelines for setting effective employee goals?	assigning specific goals	assigning measurable goals	assigning challenging but doable goals	administering consequences for failure to meet goals	D	CO1	L5
A	obj	1	Which performance appraisal tool is being used when a supervisor places predetermined percentages of ratees into various performance categories?	behaviourally anchored rating scale	paired comparison	alternation ranking	forced distribution	D	CO2	L3
A	obj	1	Kendra needs to rate five of her subordinates. She makes a chart of all possible pairs of employees for each trait being evaluated. Then, she indicates the better	comparison ranking scale	paired comparison	alternation ranking	paired comparison	B	CO2	L3
A	obj	1	Which performance appraisal tools requires a supervisor to maintain a log of positive and negative examples of a subordinate's work-related behavior?	critical incident	forced distribution	paired comparison	alternation ranking	A	CO2	L2
A	obj	1	Spillover effect in Rater Error means	Ratee may be rated strictly or leniently	Past performance influencing present appraisal	Rating on one perceived positive quality	Influenced by most recent behaviour	B	CO2	L2
A	obj	1	The process of identifying and developing people to replace the current incumbents in key position is called:	Potential appraisal	Performance appraisal	Career planning	Succession planning	D	CO1	L1
A	obj	1	"Ranking Technique" is a form of :	Comparative measurement	Subjective assessment	Objective evaluation	None of the above	A	CO2	L3
A	obj	1	Successful defenders use performance appraisal for identifying	. Staffing needs	Job behaviour	Training needs	None of the above	C	CO2	L3
A	obj	1	Rearrange the steps in appraisal process. A. Objectives of performance appraisal B. Establish job expectations C. Design in appraisal programme D. Performance Management E. Appraise performance F. Performance interview G. Archive appraisal data H. Use appraisal data for appropriate purposes	DCHGFABE	HGFEDBCA	ABCFGHDE	ABCDEFGH	D	CO2	L4
A	obj	1	What is the primary disadvantage of developing a behaviorally anchored rating scale?	costly	time consuming	unreliable	lack of feedback for subordinates	C	CO2	L2
A	obj	1	John, the supervisor of the manufacturing department, is in the process of evaluating his staff's performance. He has determined that 15% of the group will be	graphic rating scale	constant sum ranking scale	forced distribution	alternation ranking	C	CO2	L3
A	obj	1	In which evaluation method, the evaluator is asked to describe the strong and weak aspects of the employee's behaviour.	Graphic rating scale	Forced choice	Essay evaluation	Management by Objective	C	CO2	L2
A	obj	1	Rearrange the steps involved in the management by objective process A. Setting the performance standard for the subordinates B. Establishing new goals and new strategies C. The actual level of goal attainment D. Establish the goals	ABCD	DCBA	BCDA	DACB	D	CO2	L3
A	obj	1	Which factors lower the accuracy rate of the rater?	The rater is aware of personal biases and is willing to take action to minimise their effect	Performance factors are properly defined	The rater has documented behaviours to improve the recall	The rater is unable to express himself or herself honestly and unambiguously	D	CO2	L1

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A	obj	1	Match the following general applications of performance assessment with their specific purposes. I. Administrative Uses/ Decisions ----- A. Performance Feedback II. Documentation ----- B. Lay - offs III. Organisational Maintenance/ Objectives ---- C. Helping to meet legal requirements IV. Developmental Uses ----- D. Evaluation of HR systems	I-C, II-D, III-B, IV-A	I-B, II-C, III-D, IV-A	I-B, II-C, III-D, IV-	I-A, II-B, III-D, IV-C	B	CO1	L3
A	obj	1	Which performance appraisal technique lists traits and a range of performance?	Alternation ranking	Graphic rating scale	Management By Objectives	Paired comparison	B	CO2	L1
A	obj	1	Potential appraisal can best be judged by:	Performance appraisal	In basket exercises	Making a person "Under Study"	Making a person officiate in higher appointment	B	CO2	L2
A	obj	1	Which of the following is not a typical rater error	Average behaviour	First impression	Central tendency	Halo effect	A	CO2	L1
A	obj	1	Which company first developed the 360 degree system of appraisal?	Wipro in 1990	Godrej Soaps in 1991	General Electric, U	None of the above	C	CO2	L1
A	obj	1	Common uses of information generated through performance appraisal include all of the following except	personal decisions	training and development needs	inputs for job content evaluation	feedback on individual's performance	A	CO2	L2
A	obj	1	How performance appraisal can contribute to a firm's competitive advantage?	Ensures legal compliances	Minimising job dissatisfaction and turnover	Improves performance	all of the above	A	CO2	L2
A	obj	1	Performance Appraisal is a process in which an employee's performance is:	Evaluated	Managed	Controlled	all of the above	A	CO2	L2
A	obj	1	Performance management' is always	goal oriented	performance oriented	sales oriented	none of the above	A	CO1	L2
A	obj	1	The actual performance of the employee measured is compared with:	A standard	Performance of another employee	Performance of employees of other organization in the same industry	Group performance	A	CO1	L3
A	obj	1	Which of the following is not the dimension of Performance management	Cost	time	quality	none of the above	D	CO1	L2
A	obj	1	_____ describes areas for which individuals, departments and organizations are accountable	KSA	KRA	KPA	KPI	C	CO1	L2
A	obj	1	The equation No of candidate interviews / no of job offers defines.....	Hires to goal ratio	Interview to offer ratio	offer acceptance ratio	submit to interview ratio	B	CO1	L4
A	obj	1	Qualified applications received per advertised job vacancy is an example of	KPI	Goal	KPA	KRA	A	CO1	L4
A	obj	1	Which of the below is not an objective of Performance Appraisal:	Potential development	Personal development	Work satisfaction	Training and developing employees	C	CO2	L3
A	obj	1	Which of the below is an example of KRA:	Number of new sales contracts signed	Increase outreach to prospective customers.	Customer acquisition cost	Conversion rates of those who inquire about product	B	CO1	L3
A	obj	1	No of employees who leave within one year of hire date / total number of employees who leave during the same period is known as	post hire quality	pre hire quality	turnover rate	attrition rate	A	CO1	L4
A	obj	1	Which of the following is not considered as part of during performance planning discussion ?	results	behavior	development plan	counselling	D	CO1	L2
A	obj	1	Referring to past performance appraisal to unjustifiably influence current rating is known as	rater's biasness	leniency	spillover effect	primacy effect	C	CO2	L2
A	obj	1	Responding to questions is a part of which step of performance counselling	effective communication	helping others	influencing behavior	none of the above	A	CO2	L1

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A	obj	1	RSDQ Model of 360 degree feedback was developed by	Peter Drucker	Flippo	Dave Ulrich	TV Rao	D	CO2	L1
A	obj	1	Types of 'appraisal interviews' are	tell-and-listen	tell- and-sell	problem solving	all of above	D	CO2	L3
A	obj	1	An interview, in which supervisor and subordinate review appraisal, called	structured interview	unstructured interview	appraisal interview	hiring interview	C	CO2	L2
A	obj	1	Which of the following is a performance appraisal problem that occurs when a supervisor's rating of a subordinate on one negative trait biases the rating of that person on	prejudice	halo effect	horn effect	perceptual set	C	CO2	L3
A	obj	1	What do behaviourally anchored scales represent?	The scales are anchored by descriptions of actual job behaviour	Superiors would feel comfortable to give feedback	A range of descriptive statements of behaviour varying from the least to the most effective	None of the above	C	CO2	L2
A	obj	1	Who is in the best position to observe and evaluate an employee's performance for the purposes of a performance appraisal?	self	peers	subordinate	immediate supervisor	D	CO2	L3





