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ITEM 1

The structure of an organization is usually described in the form of an organization chart as a means to describe internal:

- A. chain of command.
- B. working structure.
- C. processes and procedures.
- D. interaction between people.

ITEM 2

The main reason exit interview information should be kept separate from personnel files is:

- A. legal reasons.
- B. confidentiality.
- C. reliability.
- D. company policy

ITEM 3

An employee filed a complaint about another employee and is now contacting HR to find out if and how the other person was disciplined. What is the main reason why the HR administrator should not give out that information?

- A. Bias
- B. Privacy
- C. Retaliation
- D. Legal

ITEM 4

Which of the following barriers cause individuals to interpret the same communication differently, depending on previous experiences?

- A. Frames of reference
- B. Selective listening
- C. Value judgements
- D. Source credibility

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HRCI Associate Professional in Human Resources - International Sample Questions (Q139-Q144):

NEW QUESTION # 139

Choose the correct incentive plan for each of the examples.

☐

Answer:

Explanation:

☐

Explanation:

Short-term Incentive # Pay for quarterly achievements

* Explanation: These rewards are tied to short-term goals and frequent performance evaluations.

Long-term Incentive # Encourage sense of ownership

* Explanation: Long-term incentives like profit-sharing or equity grants create a connection to the organization's success over time.

Short-term Incentive # Pay for complexity of work

* Explanation: These are immediate rewards based on task difficulty.

Long-term Incentive # Provide stock options with a vesting schedule

* Explanation: Vesting schedules reward employees for staying with the company long-term while aligning with corporate success.

References:

* Society for Human Resource Management (SHRM), "Incentive Compensation: Short-term vs Long-term" (2022).

* WorldatWork, "Equity Compensation and Long-term Incentives" (2021).

* Chartered Institute of Personnel and Development (CIPD), "Performance-based Compensation" (2023).

* SHRM, "Guide to Stock Option Plans" (2022).

* International Labour Organization (ILO), "Compensation Structures and Strategies" (2022).

NEW QUESTION # 140

What best describes an organization's culture that includes its traditions and unwritten procedures?

- A. The shared values and behaviors
- B. The official policies and guidelines
- C. The legal compliance requirements
- D. The mission and vision statements

Answer: A

Explanation:

The shared values and behaviors describe an organization's culture, including its traditions and unwritten procedures. These elements shape how employees interact and the overall work environment.

NEW QUESTION # 141

Which of the following initiatives will most likely ensure that employees' skill continue to be relevant to business trends? (Two options.)

- A. Knowledge sharing
- B. Online training
- C. Career planning
- D. Team bonding
- E. Salary increases

Answer: A,B

Explanation:

* Online Training:

* Provides employees with access to updated skills and knowledge aligned with business trends.

* Scalable and customizable to individual and organizational needs.

* Knowledge Sharing:

* Encourages collaboration and dissemination of industry trends and innovations among employees, ensuring continuous learning and adaptability.

* Explanation of Other Options:

* A. Team bonding: Improves teamwork but does not address skill relevance.

* C. Career planning: Focuses on long-term growth rather than immediate skill relevance.

* D. Salary increases: Motivates employees but does not ensure skill improvement.

NEW QUESTION # 142

Which benefit helps employees save money on healthcare expenses by allowing them to set aside pre-tax funds?

Response:

- A. Disability Insurance
- B. Life Insurance
- C. Vision Coverage
- **D. Health Savings Account (HSA)**

Answer: D

NEW QUESTION # 143

A salary raise that is given as a reward for outstanding performance is called a(n):

- **A. Merit increase**
- B. Annual increase
- C. Commission
- D. Bonus

Answer: A

Explanation:

Comprehensive and Detailed in Depth Explanation:

A merit increase is a salary raise given to an employee as a reward for outstanding performance, typically determined through a performance evaluation. It is a permanent adjustment to the employee's base salary, reflecting their contributions to the organization.

* Option A (Bonus): A bonus is a one-time payment, not a permanent salary increase.

* Option B (Merit increase): Correct, as it is a performance-based salary raise.

* Option C (Annual increase): This is a standard raise given to all employees, not tied to performance.

Reference: aPHRi knowledge domain - Compensation and Benefits: Types of salary adjustments, including merit increases.=====

NEW QUESTION # 144

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