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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 (Q101-Q106):

NEW QUESTION # 101

A firm encourages employees to celebrate each other's achievements through informal gatherings. What does this tradition say about the company's organizational culture?

- A. It promotes recognition and camaraderie
- B. It emphasizes competitive dynamics
- C. It demonstrates a focus on productivity
- D. It highlights hierarchical structures

Answer: A

Explanation:

Celebrating achievements through informal gatherings promotes recognition and camaraderie. This tradition highlights the company's commitment to appreciating employees, efforts and fostering a collaborative and supportive workplace.

NEW QUESTION # 102

What is the first step in the logistics planning process for a corporate event?

- A. Developing a new product launch strategy.
- B. Establishing the event objectives and goals.
- C. Hiring additional staff.
- D. Creating a marketing plan.

Answer: B

Explanation:

Establishing the event objectives and goals is the first step in the logistics planning process for a corporate event. This step provides a clear direction for the planning team and ensures that all subsequent logistical decisions align with the event's purpose and desired outcomes.

NEW QUESTION # 103

Compensating women at a rate less than men is most likely to be regarded as pay:

- A. discrimination
- B. Disparity
- C. Policy
- D. Philosophy

Answer: A

Explanation:

Definition of Pay Discrimination:

* Pay discrimination occurs when employees performing the same or substantially similar work are compensated differently based on protected characteristics such as gender, race, or ethnicity, which violates equal pay laws.

Why Discrimination is Correct:

* Paying women less than men for the same work is a clear violation of laws such as the Equal Pay Act of 1963 (U.S.) and similar international legislation. This constitutes pay discrimination.

Eliminating Incorrect Options:

- * A. Policy: A pay policy describes an organization's guidelines for compensation; discrimination is not a policy.
- * B. Disparity: While disparity refers to differences, it does not inherently imply unlawful or discriminatory practices.
- * C. Philosophy: Pay philosophy outlines the organization's approach to compensation but does not address unlawful practices.

International HR References:

* Equal Pay Act of 1963 (U.S.)

* ILO Equal Remuneration Convention (No. 100): Calls for equal pay for equal work.

NEW QUESTION # 104

Enter the answer as a numeric value.

An organization hired 10 employees in one year and incurred the requirement expenses shown in the table.

The cost per hire is US \$ _____.

Answer:

Explanation:

190

Explanation:

Cost per hire is calculated as:

Cost per hire=Total recruitment costsNumber of hires\text{Cost per hire} = \frac{\text{Total recruitment costs}}{\text{Number of hires}}; Cost per hire=Number of hiresTotal recruitment costs Given:

* Total costs = 400 + 700 + 800 = 1,900

* Number of hires = 10

Cost per hire=1,90010=190\text{Cost per hire} = \frac{1,900}{10} = 190Cost per hire=101,900=190

* SHRM - Strategic Planning Guidelines

* CIPD - Compensation Management Best Practices

* ILO - Effective Training Methods

* Recruitment Metrics - Cost Per Hire Calculations

References:

NEW QUESTION # 105

A company wants to monitor employee productivity and ensure compliance with workplace policies. What type of technology should HR implement to achieve this?

- A. Mobile applications, which allow employees to manage their schedules on the go
- **B. Monitoring software, which tracks computer usage and employee activity**
- C. Employee feedback platforms, which collect anonymous feedback from staff
- D. Wearable technology, which monitors employee health and wellness metrics

Answer: B

Explanation:

Monitoring software, which tracks computer usage and employee activity, is used by companies to monitor employee productivity and ensure compliance with workplace policies. This technology provides detailed reports on how employees are spending their work hours.

NEW QUESTION # 106

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