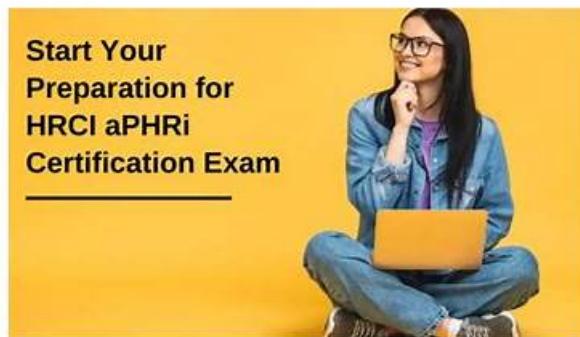


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HRCI Associate Professional in Human Resources - International Sample Questions (Q25-Q30):

NEW QUESTION # 25

Fill in the blank: To ensure accuracy, salary and benefits surveys often use _____ to gather comprehensive information from a wide range of respondents.

- A. Job shadowing and peer reviews
- B. Focus groups and workshops
- C. Direct observations and site visits
- D. Questionnaires and interviews

Answer: D

Explanation:

To ensure accuracy, salary and benefits surveys often use questionnaires to gather comprehensive information from a wide range of respondents, providing a broad view of compensation trends.

NEW QUESTION # 26

What is a primary function of a Human Resources Information System (HRIS) in managing employee data?

- A. Developing training programs to enhance employee skills
- B. Storing and organizing employee information in a centralized database
- C. Organizing team-building events to boost morale
- D. Conducting employee engagement surveys regularly

Answer: B

Explanation:

Storing and organizing employee information in a centralized database is a primary function of an HRIS. This ensures that all employee data is securely stored and easily accessible, facilitating efficient HR operations.

NEW QUESTION # 27

Which of the following practices most likely promote a positive work environment?(Select TWO options).

- A. Allowing unrestricted use of social media
- B. Promoting based on seniority
- C. Having an open workspace design
- D. Encouraging open communication
- E. Creating non-discriminatory culture

Answer: D,E

Explanation:

Practices That Promote a Positive Work Environment:

* A positive work environment is essential for employee morale, engagement, and retention. These practices ensure inclusivity, fairness, and open communication, leading to higher satisfaction and productivity.

Explanation of Correct Options:

- * B. Encouraging open communication:
 - * Open communication fosters trust, collaboration, and transparency. It ensures employees feel heard and valued.
- * D. Creating non-discriminatory culture:
 - * A non-discriminatory culture ensures equal treatment, eliminates biases, and promotes diversity and inclusion, making the workplace welcoming for all.

Eliminating Incorrect Options:

- * A. Promoting based on seniority: May lead to perceptions of unfairness if merit is not considered.
- * C. Having an open workspace design: While it may encourage collaboration, it is not universally effective in promoting positivity.
- * E. Allowing unrestricted use of social media: Can lead to distractions and productivity loss.

International HR References:

NEW QUESTION # 28

Which of the following is an example of an alternative staffing program?

- A. Succession planning
- B. Job sharing
- C. Career fair
- D. Developmental assignment

Answer: B

Explanation:

Comprehensive and Detailed in Depth Explanation:

Alternative staffing programs provide flexible employment arrangements to meet organizational needs. Job sharing, where two or more employees share the responsibilities of one full-time position, is a common example of an alternative staffing program, allowing for flexibility and work-life balance.

- * Option A (Succession planning): This prepares employees for future roles, not a staffing program.
- * Option B (Developmental assignment): This is a training method, not a staffing arrangement.
- * Option C (Job sharing): Correct, as it is a recognized alternative staffing method.

NEW QUESTION # 29

Which data compilation tool is most commonly used in HR for managing and analyzing employee data through rows and columns?

- A. Project management software for task tracking
- B. Customer relationship management software for client data
- C. Spreadsheets like Microsoft Excel for data management and analysis
- D. Collaboration tools for team communication

Answer: C

Explanation:

Spreadsheets like Microsoft Excel are most commonly used in HR for managing and analyzing employee data because they allow for easy organization, manipulation, and analysis of data through rows and columns.

NEW QUESTION # 30

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