**Exam questions at the rate of «Planning, selection and certification activities»:
for Midterm Exam (1 Landmark control in writing)**

1. Consider the personnel management system of modern management.
2. Expand the origins of the emergence of modern human resource management.
3. Define role of personnel management in theory and practice of classical management.
4. Allocate the basic paradigms of management with the personnel in the XXI-st century.
5. Describe personnel management: challenges of the XXI century.
6. Analyze personnel management from personnel management to human resource management and human capital.

7. Characterized the basic professional roles of the manager on the personnel.

 8. Make a professional portrait of the manager on the personnel.

 9. Paint the concept of the human capital.

10. Consider features of the theory of the human capital.

11. Carry out the concept analysis «Analysis of human resources».

12. Explain, how measurement of individual cost of the worker is spent.

13. Give interpretation of stochastic item model.

14. Note the basic approaches to management of the personnel.

15. Characterize economic to management of the personnel.

16. Find out features organic the approach to management of the personnel.

17. Establish psychological features humanistic the approach.

18. Carry out the analysis of types of personnel selection.

19. Show the basic stages of construction of personnel selection.

20. Give the analysis to personnel actions and personnel strategy.

21. Define conditions of working out of personnel selection.

22. Allocate features of designing of structure of the organization.

23. Open features of carrying out of an estimation of requirement for the personnel.

24. Give the critical analysis of a personnel situation in region.

25. Paint the activity analysis.

26. Prove necessity of introduction of duty regulations.

27. Specify features professiogram.

 28. Characterized features psychograms.

**Recommended reading**

**Summary:**

1.Армстронг М. Стратегическое управление человеческими ресурсами/перевод с анг. - М.: Смысл, 2012.

2.Armstrong M. (2006). Strategic human resource management. Typeset by Caxon graphics Ltd.

3.Arthur D. Fundamentals of Human Resources Management.fourth edition. Amacom, 2011.

4. Бакирова Г.Х. Управление человеческими ресурсами. – СПб.: Речь, 2010.

5.Бакирова Г.Х. Тренинг по управлению персоналом. СПб.: Речь, 2011.

6.Базаров Т.Ю. Управление персоналом. Практикум. – М.:ЮНИТИ-ДАНА, 2013.

7.Барбара Арт. Bersin & Associates © 2011. High-Impact Leadership Development for the 21st Century (Part 1): Key Findings, Trends and Analytics.

8.Борисова Е.А. Оценка и аттестация персонала. – СПб: Питер, 2013.

9.Дубинская Е.Н.Техники подбора персонала. - СПб.: Речь, 2012.

10.Blancero D., Boroski J., Dyer L. Key competencies for a transformed human resource organization: results of a field study // Human resource management. - 2011. Vol.35. - № 3.

11.Stewart G., Brown K.G. Human Resource Management. Linking strategy to practice. Wiley, 2010.

**Further Reading:**

1.Базаров Т.Ю. Технология центров оценки персонала: процессы и результаты. - М.: Кнорус,

2.Дубинская Е.Н.Техники подбора персонала. - СПб.: Речь, 2012.

3.Кибанов А.Я. Управление персоналом. Учебник. - М.: ИНФРА-М, 2012.

4.Ковалев С.В. Работа с персоналом. – М.: Альфа-Пресс, 2008.

5.Почебут Л.Г., Чикер В.А.Организационная социальная психология. - СПб.: Речь, 2010.

6.Практикум по психологии менеджмента и профессиональной деятельности/под ред.Г.С.Никифорова, М.А.Дмитриевой и др. - СПб.: Речь, 2013.

7.Becker G.S. (2011) Human capital: Theoretical and Empirical Analysis. - N-Y., 2011.

**Internet resources:**

[www.nasoup.com](http://www.nasoup.com/). http://www.azps.ru

[http://www.top-personal.ru](http://www.top-personal.ru/)

[http://www.hrm.ua](http://www.hrm.ua/)

[http://www.hrm.ru](http://www.hrm.ru/)

**Requirements to the level mastery of content discipline:**

The main forms of competence of a student during the development of the course "Planning, selection and appraisal activity":

**Undergraduates need to know:**

• theoretical foundations of human resource management;

• nature of workforce planning, selection and certification of personnel activities;

• modern methods of planning, selection and certification activities rational and their scope.

**Undergraduates must be able to:**

• plan and predict changes in human resource capacity of the organization;

• develop personnel selection procedures and certification of personnel activities;

• conduct analytical work on the human resources;

**Undergraduates must possess:**

* skills in dealing with the strategic objectives of personnel management in general;
* skills in planning, selection and certification of personnel activity.

**General guidelines undergraduates:**

In the study of the course «Planning, selection and certification activities» undergraduates **recommended:**

• systematically keep records of lectures;

• systematically prepare for seminars on all subjects offered to participate actively in the discussion;

• Maintain Dictionary of basic scientific terms and concepts studied in the discipline;

• attend counseling teachers in studying the question of discipline.