Free Questions for PHR

Shared by Lindsay on 12-12-2023

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Question 1

Question Type: MultipleChoice

Stress is often a significant issue in workplaces. Author Ravi Tangri asserts that stress costs organizations up to $300 billion per year. Which one of the following stresses is the largest contributor to organizational cost of waste?

Options:

A- Workplace accidents
B- Turnover
C- Absenteeism
D- Drug plan costs

Answer:

A

Explanation:

Based on Ravi Tangri's book Stress Costs, stress is responsible for 60 percent of workplace accidents.

Answer option B is incorrect. Based on Ravi Tangri's book Stress Costs, stress is responsible for 40 percent of employee turnover.

Answer option C is incorrect. Based on Ravi Tangri's book Stress Costs, stress is responsible for 19 percent of employee absenteeism.

Answer option D is incorrect. Based on Ravi Tangri's book Stress Costs, stress is responsible for 10 percent of drug plan costs.

Question 2

Question Type: MultipleChoice

As an HR Professional, you must recognize and be aware of several pieces of legislation that affect your performance as an HR Professional. The National Labor Relations Board identified five categories of unfair labor practices. Which one of the following is not one of the five categories of unfair labor practices?

Options:

A- To dominate or interfere with the formation or administration of a labor organization.
B- To refuse individuals to organize and meet for the potential labor union creation process.
C- To interfere, restrain, or coerce employees in the exercise of their rights to engage in concerted or union activities or refrain from them.
D- To discriminate against employees for engaging in concerted or union activities or refraining from them.

Answer:

B

Explanation:

The employer is not obligated to provide meeting facilities to employees wishing to create a labor union.

Answer options C, A, and D are incorrect. These are among the five unfair labor practices.

Question 3

Question Type: MultipleChoice

An organization is considering services it can successfully provide to its customers. One of the services, however, is deemed to be difficult to offer with a high degree of certainty of success. The organization has decided not to offer the service because of the risk in offering the service, and failing. What risk response is used in this scenario?

Options:

A- Transference
B- Sharing
C- Avoidance
D- Mitigation

Answer:

C

Explanation:

This is an example of the avoidance risk response. Avoidance are preventive actions, workarounds, and decisions to avoid a negative risk event.

Answer option A is incorrect. Transference is a risk response that transfers the risk to a third party - usually for a fee.

Answer option D is incorrect. Mitigation is a risk response to reduce the probability and/or impact of a negative risk event.

Answer option B is incorrect. Sharing is a risk response that shares a positive risk event with another party.

Question 4

Question Type: MultipleChoice

What of the following statements defines total rewards?

Options:

A- It is the total amount of pay a person earns per year.
B- It is the compensation and the benefits a person earns.
C- It is the amount of pay a person earns per hour.
D- It is the compensation a person earns for their time.

Answer:

B

Explanation:

Total rewards is the total compensation plus the total benefits a person earns.

Answer option C is incorrect. This isn't a valid definition of total rewards as it is more than just hourly pay.

Answer option A is incorrect. This answer describes just the salary assigned to a person.

Answer option D is incorrect. Total rewards is more than just compensation, it's also the benefits received.

Question 5

Question Type: MultipleChoice

Holly and Gary are HR Professionals in their organization and they're working to develop the strategic plan for their organization. Holly and Gary are using SWOT analysis to help understand the needs of human, financial, technological, capital, and other aspects of their organization. What is SWOT?

Options:

A- SWOT is an analysis to define the schedule, weaknesses, opportunities, and timetable of a project endeavor.
B- SWOT is an analysis to define the strengths, weaknesses, opportunities, and threats an organization may face.
C- SWOT is an analysis to define the strengths, weaknesses, openness, and timeliness of an organization.
D- SWOT is an analysis to define the seriousness, weaknesses, openness, and timetable of organization development.

Answer:

B

Explanation:

SWOT is an analysis that can be used to determine the strengths, weaknesses, opportunities, and threats. SWOT Analysis is a strategic planning method used to evaluate the Strengths, Weaknesses, Opportunities, and Threats involved in a project or in a business venture. It involves specifying the objective of the business venture or project and identifying the internal and external factors that are favorable and unfavorable to achieving that objective. A SWOT analysis may be incorporated into the strategic planning model.

Answer option C is incorrect. This is not a valid definition of SWOT so this choice is incorrect.

Answer option A is incorrect. This is not a valid definition of SWOT so this choice is incorrect.

Answer option D is incorrect. This is not a valid definition of SWOT so this choice is incorrect.

Question 6

Question Type: MultipleChoice

As an HR Professional you must be familiar with the strategic business management of your organization. Henry Fayol identified five functions of business management which still apply to businesses today. Which one of the following answers correctly identifies the five functions of a manager?

Options:

A- Prevoyance, to command, to execute, to close, and to control
B- Prevoyance, to organize, to command, to coordinate, and to control
C- To plan, to organize, to control, to propose, and to close
D- Initiating, planning, executing, controlling, and closing

Answer:

B

Explanation:

The five functions of a manager, according to Henry Fayol are prevoyance, to organize, to command, to coordinate, and to control. Note that prevoyance means to plan.

Answer option C is incorrect. These aren't the five correct functions of a manager- to propose and to close aren't valid answers.

Answer option A is incorrect. To execute and to close are not valid functions of a manager.

Answer option D is incorrect. Initiating, planning, executing, controlling, and closing are the generally accepted process groups of the project management lifecycle, but not a manager's function.

Question 7

Question Type: MultipleChoice

Which of the following is a process that occurs due to mergers, outsourcing or changing business needs?

Options:

A- Involuntary exit
B- Plant closing
C- Voluntarily exit
D- Outplacement

Answer:

A

Explanation:

An involuntary exit is a process that occurs due to mergers, outsourcing or changing business needs. It also occurs due to terminations for cause, such as performance problems, etc.

Answer option B is incorrect. Plant closing is act of shutting down operation of a plant.

Answer option C is incorrect. In the voluntarily exit, employees leave the organization by either resigning or retiring.

Answer option A is incorrect. Outplacement is a term used to describe efforts made by a downsizing company to help former employees through the transition to new jobs and help them re-orientate to the job market.

Question 8

Question Type: MultipleChoice

As an HR Professional you should be familiar with the terminology, practices, and rules governing union-based strikes. What is the ally doctrine?

Options:

A- A union may expand upon its primary picketing activity to include employees who are allies of the primary employer.
B- Employers cannot force friends, colleagues, and family members into joining a union picket. Allies of the picketing union can allow allies into the picket line.
C- A union may expand upon its primary picketing activity to include employers who are allies of the primary employer.
D- A union may serve as an ally to another striking union by allowing their members to join the picket against the primary employer.

Answer:

C

Explanation:

The ally doctrine states that a union may expand its primary picketing activities to employers who are allies of the primary employer, in an attempt to put more pressure on the primary employer.

Answer options D, A, and B are incorrect. These are not valid definitions of the ally doctrine.

Question 9

Question Type: MultipleChoice

An organization would like to hire a 15-year old for some duties in their business. Which one of the following rules would be breaking the requirements of the child labor provisions of the FLSA?

Options:

A- Non-school hours only
B- 4 hours per school day
C- 8 hours in a non-school day
D- 18 hours per school week

Answer:

B

Explanation:

Employers are only allowed to employ 15 year olds, a maximum of three hours per school day, not more.

Answer option A is incorrect. A 15-year old may work only in non-school hours.

Answer option C is incorrect. A 15-year old may work no more than eight hours on a non-school day.

Answer option D is incorrect. The maximum a 15-year old may work is 18 hours per school week.

Question 10

Question Type: MultipleChoice

Mike is the HR Professional for his organization and he's documenting the relationship of contractors and employees in the organization. Mike is focusing on the control aspects as provided by the Internal Revenue Service. What aspect of the contractor control aspect is best described as how the business pays the worker?

Options:

A- Behavioral control
B- Contractual relationship
C- Type of relationship
D- Financial control

Answer:

D

Explanation:

How the organization pays the worker is defined as a financial control for the individual. This affects the decision and determination that the person may be an employee and not a contractor.

Answer option A is incorrect. Behavioral control defines who does the work, who controls the work, who directs the work, and how each action is done.

Answer option C is incorrect. The type of relationship should be defined in the written contract, assuming one exists, between the person and the organization.

Answer option B is incorrect. There is not a control aspect called 'contractual relationship' as provided by the IRS so this choice is not valid.

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