

# **DIPLOMA IN CORPORATE COUNSELLING**

## **PAPER 3 - ORGANISATIONAL BEHAVIOUR**

### **UNIT 1:**

1. Define Organisational psychology. Explain objectives of organisational psychology.
2. Describe characteristics of organisational psychology.
3. Explain history of organisational psychology in India.

### **UNIT 2:**

1. Write an essay on Motivation in work place.
2. Explain types of organizational culture and discuss functions organizational culture.
3. Describe causes for Job satisfaction and narrate consequences of job satisfaction.

### **UNIT 3:**

1. Explain different channels of communication.
2. Write an essay on Communication and knowledge management.
3. Describe different types of organizational designs.

### **UNIT 4:**

1. Explain traditional and modern techniques of performance appraisal.
2. Narrate performance management process.
3. Describe career planning process and its significance.

## **PAPER 4-ORGANIZATIONAL PROBLEMS, HRM AND LEGAL ISSUES**

### **UNIT 1**

- 1.What is Stress? Explain causes and consequences of Stress in an employee.
2. Explain coping strategies of Stress.
3. Write an essay on Conflict resolution.

### **UNIT 2**

1. Explain causes and consequences of Boredom in the workplace.
2. Write an essay on Absenteeism in work place.
3. What are the causes of Accidents in industries. Explain the causes and mention measures of preventing accidents.

### **UNIT 3**

- 1.Explain nature and objectives of HRM.
- 2.Discuss functions of HRM.
3. Narrate the evolution of HRM in India.

### **UNIT 4**

1. Explain Factories Act.
2. Write an essay on Mines Act.
3. Discuss laws for labour welfare and social security.