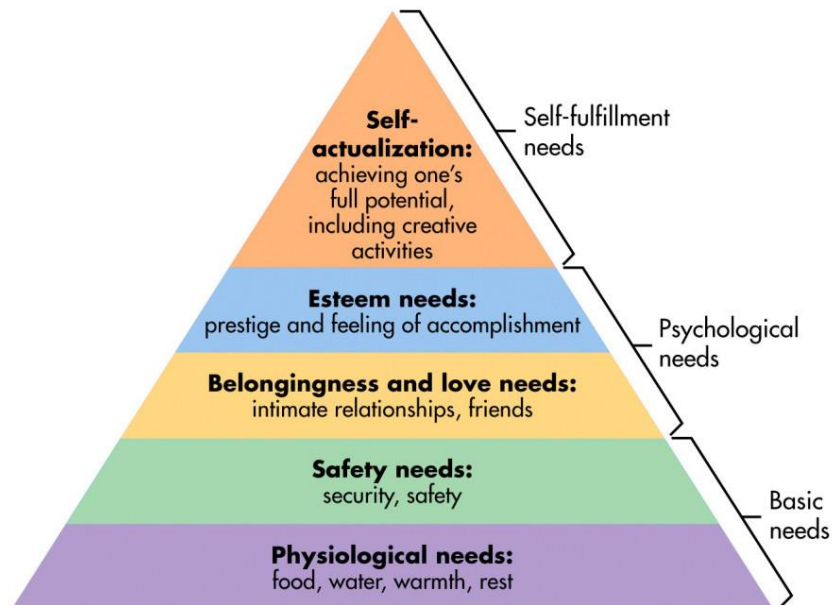


## Employee Motivation and HR Management

### 1. What is “Maslow Needs Hierarchy”?

5 major types of needs that need to be satisfied in hierarchical order

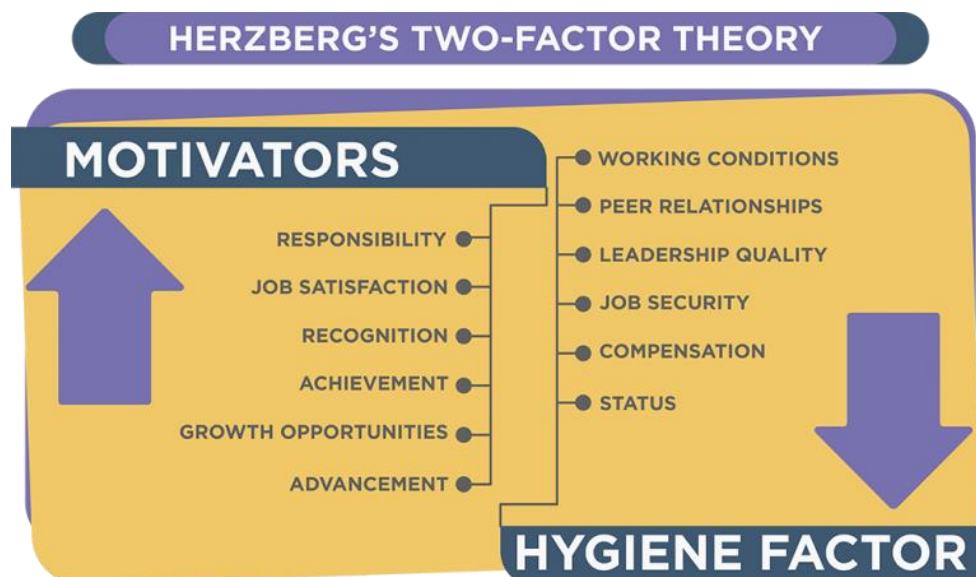


### 2. What is “Herzberg's two factor theory”?

The two categories of job related factors needed for job satisfaction.

- hygiene factors: job related elements that result from work but not involved with the job itself.

- motivators: job element that concern actual tasks and duties



### 3. What are the differences between management and human resource management?

**Management:** It is a term used to cover all of the business functions of a business. Business management is the process of organizing the business's personnel and resources to meet business goals and objectives.

**Human resources management:** It is the business management function responsible for finding, hiring, managing and retaining employees, and for ensuring that the right employees, in the right numbers, are deployed throughout the organization to achieve its goals.

### 4. What are the 5 HRM Functions?

#### 1. Staffing

- Required number of employees
- Employees with appropriate skills and in the right jobs at the right time
- Constant job analysis, human resource planning, recruitment, and selection

#### 2. Human Resource Development

- Training and Development
- Career planning and development
- Organizational Development
- Performance management and appraisal

#### 3. Compensation: All rewards that individuals receive as a result of their employment

#### 4. Safety and Health

- Safety: Protecting employees from injuries caused by work-related accidents
- Health: Employees' freedom from illness and their general physical and mental

well-being

5. Employee and Labor Relations: Business are required by law to recognize a union and bargain with it in good faith if firm's employees want a union to represent them