1] __________ is the rate of change in the working staff of a concern during a definite period.
   A] Labour rate
   B] Labour turnover
   C] Labour measurement

2] Change of line for betterment is the ________ cause of labour turnover.
   A] Personal
   B] Avoidable
   C] Un-avoidable

3] Unfair methods of production is the ________ cause of labour turnover.
   A] Un-avoidable
   B] Personal
   C] Avoidable

4] Retrenchment due to seasonal trade is the ________ of labour turnover.
   A] Avoidable
   B] Un-avoidable
   C] Personal
5] Delay in production is the ______ of labour turnover.
A] Cause
B] Effect
C] Provision

6] The cost that is incurred to provide facilities to the workers so that they don’t quit the factory is known as __________ cost.
A] Replacement
B] Preventive
C] Separation

7] Cost of selection and placement of new workers is a _____________ cost.
A] Preventive
B] Replacement
C] Flux

8] Separation, Replacement and _______ are the three important methods of measuring labour turnover.
A] Preventive
B] Flux
C] Avoidable

9] Under ______ method labour turnover rate is calculated by dividing the number of workers leaving the organisation during the period by the average number of workers on the payroll during that period.
A] Flux
B] Replacement
C] Separation
10] Under _________ method labour turnover rate is calculated by dividing the number of workers replaced during the period by the average number of workers on the payroll during that period.
A] Replacement
B] Separation
C] Flux

11] Under _______ method of labour turnover rate is calculated by dividing the total number of workers left and replaced in that period by the average number of workers on the payroll during that period.
A] Replacement
B] Flux
C] Separation

12] Labour turnover rate is always expressed in terms of _______.
A] Ratio
B] Index
C] Percentage

13] ________ is a process of gathering, analyzing and synthesizing information regarding the operations, duties and responsibilities of a specific job.
A] Job evaluation
B] Job analysis
C] Job specification

14] The process of analysis and assessment of each job determining its worth in relation to all other jobs within an organisation in order to provide a basis for wages and salary structure is known as ____________.
A] Job evaluation
B] Job specification
C] Job analysis
A] Job description  
B] Ranking  
C] Job specification

16] ________ gives details regarding the job, its tasks and elements, the equipment’s and tools required to perform the job.
A] Job specification  
B] Job description  
C] Job evaluation

17] ________ seeks to rate on employee’s performance on the basis of their performance records.
A] Performance appraisal  
B] Merit rating  
C] Job evaluation

18] Providing opportunity for self-development is one of the objective of ________.
A] Job Evaluation  
B] Job analysis  
C] Merit rating

A] Analysis  
B] Specification  
C] Evaluation
20] Under _____ method of job evaluation, each job is analysed in terms of job factors.
A] Point Rating
B] Factor comparison
C] Grading

ANSWERS:
1] Labour turnover
2] Personal
3] Avoidable
4] Un-avoidable
5] Cause
6] Preventive
7] Replacement
8] Flux
9] Separation
10] Replacement
11] Flux
12] Percentage
13] Job analysis
14] Job evaluation
15] Ranking
16] Job description
17] Merit rating
18] Merit rating
19] Evaluation
20] Point Rating

Reference:
Text book on Cost & Works Accounting by Dr.N.M.Nare & Prof.T.R.Thorat, Atharva Prakashan, Pune.