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MEER SIR ACADEMY

MA Human Resource Management Entrance Test Syllabus

JAMIA MILLIA ISLAMIA M 14

Department of Social Work New Delhi

Academic Session 2027-28

Questions	Marks	Duration
80 objective MCQs	80 marks	1.5 hours

Jamia Nagar New Delhi 110025

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Official Entrance Test Pattern

The JMI Department of Social Work entrance test for MA Human Resource Management M 14 consists of 80 objective-type multiple-choice questions carrying one mark each. The paper covers Business and General Awareness, English Language, and Logic and Reasoning. The duration is 1.5 hours.

Section	Weightage	Expected questions	Marks
Business and General Awareness	50%	40	40
English Language	25%	20	20
Logic and Reasoning	25%	20	20
Total	100%	80	80

The question counts by section are calculated from the notified percentages. Candidates should follow the final JMI admit-card and entrance-test instructions for any operational update.

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Business and General Awareness

01 Business Environment and Management Basics

- Meaning, objectives and functions of business; forms of business organisation and entrepreneurship.
- Management functions: planning, organising, staffing, directing, coordination and controlling.
- Business environment: economic, social, political, legal, technological and global dimensions.
- Liberalisation, privatisation and globalisation; corporate governance, business ethics and corporate social responsibility.

02 Human Resource Management Fundamentals

- Meaning, nature, objectives, scope and importance of human resource management.
- Human resource planning, job analysis, job description and job specification.
- Recruitment, selection, placement, induction, training and development.
- Performance appraisal, compensation, incentives, promotion, transfer, career and succession planning.
- Employee welfare, health and safety, discipline, grievance handling, engagement and retention.

03 Organisational Behaviour

- Individual behaviour, personality, perception, attitudes, values, learning and emotional intelligence.
- Motivation theories: Maslow, Herzberg, McGregor and expectancy concepts.
- Leadership styles and theories; communication; group dynamics, teams, power, conflict and negotiation.
- Organisational culture, climate, change, stress and workplace diversity.

04 Industrial Relations and Labour Awareness

- Meaning and objectives of industrial relations; trade unions and collective bargaining.
- Industrial disputes, strikes, lockouts, conciliation, arbitration and adjudication.
- Basic awareness of labour welfare, social security, wages, working conditions and employee participation.
- Contemporary labour codes and major workplace issues; focus on concepts rather than detailed legal drafting.

05 Economy Commerce and Financial Awareness

- Basic economic concepts: demand, supply, inflation, unemployment, national income and economic growth.
- Indian economy: sectors, planning, reforms, poverty, employment and inclusive development.
- Banking basics, Reserve Bank of India, monetary and fiscal policy, budget and taxation awareness.
- Capital market, stock exchanges, SEBI, insurance, digital payments, financial inclusion and major business terminology.

06 General Awareness and Current Affairs

- Important national and international events, especially from the 8–12 months preceding the examination.
- Indian Constitution and polity: Preamble, Fundamental Rights and Duties, Parliament, executive, judiciary and constitutional bodies.
- History and geography of India; environment, climate change, science and technology developments.
- Government schemes, reports and indices connected with employment, skills, labour, education, health, women and social justice.
- Major organisations: United Nations, ILO, IMF, World Bank, WTO, G20, BRICS and regional groupings.



- Awards, appointments, books and authors, sports, important days and personalities in the news.

English Language

07 Reading Comprehension

- Factual, analytical and inferential passages; identifying the central idea, tone, purpose and suitable title.
- Vocabulary in context, conclusions, assumptions, supporting details and logical sequence.

08 Grammar and Correct Usage

- Parts of speech, subject–verb agreement, tenses, articles, determiners, prepositions and conjunctions.
- Active and passive voice; direct and indirect speech; conditionals; modals; question tags.
- Sentence correction, error spotting, parallelism, modifiers and common usage errors.

09 Vocabulary and Verbal Ability

- Synonyms, antonyms, one-word substitutions, idioms and phrases, phrasal verbs and commonly confused words.
- Word roots, prefixes, suffixes, spelling, analogy and contextual word choice.
- Fill in the blanks, cloze test, sentence completion, para jumbles and sentence arrangement.

Logic and Reasoning

10 Verbal and Analytical Reasoning

- Analogy, classification, series, coding–decoding, alphabet and number patterns.
- Blood relations, direction sense, ranking and ordering, seating arrangements and simple puzzles.
- Syllogisms, statements and conclusions, assumptions, arguments, courses of action and cause–effect.
- Assertion and reason, logical consistency, decision making and data sufficiency.

11 Quantitative and Data Reasoning

- Basic arithmetic reasoning: percentages, ratio and proportion, averages, profit and loss, time and work, time–speed–distance.
- Number operations, simplification, approximation and elementary numerical series.
- Data interpretation using tables, bar graphs, line graphs and pie charts.
- Calendars, clocks and basic mathematical puzzles.