

HUMAN RESOURCE MANAGEMENT (535)

REGIONAL – 2017

FINAL

TOTAL POINTS _____ (160)

Failure to adhere to any of the following rules will result in disqualification:

- 1. Contestant must hand in this test booklet and all printouts. Failure to do so will result in disqualification.**
- 2. No equipment, supplies, or materials other than those specified for this event are allowed in the testing area. No previous BPA tests and/or sample tests or facsimile (handwritten, photocopied, or keyed) are allowed in the testing area.**
- 3. Electronic devices will be monitored according to ACT standards.**

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Case Study

As the Human Resources Department Manager at Professional Business Associates, you have become aware that Roger, a veteran employee with 16 years of experience, has been illegally downloading music on the company computer during company time. Using the *Human Resources Manual* draft a proposal of how you would handle this situation.

Note:

You may use the Human Resources Manual for Professional Business Associates to assist you in your research and preparation.