



Business Studies Department
Structured Assignment

Course Name:	Compensation & Benefits	Level: Diploma 2	Academic Year: 2020 – 2021	Specialization: HR
Course Code:	BAHR 2204			
Max Marks:	20 Marks	Date of Assignment: 19/05/2021	Date of Submission: First Draft – June 23, 2021 Second Draft – June 25, 2021 Final Copy – June 28, 2021	
Group	Individual	Outcome Coverage	Outcome 1,2,3,4, 5 & 6	
Assignment Title:		Compensation Package Design Practices		

Contents	Resources	Students Learning	Marks
<p>1. Mr. Rashid started a bag production company in Muscat on 1st January 2015. He has recruited 100 workers to produce the bags and paying them based on their output. Due to the increase of demand of his product, he recruited 20 more workers to increase the production rate in order to meet the customers demand on time. Now a days he is receiving lots of complaints from the experienced staff saying that they are producing more units of products compared to new staff, also they are not getting effective payment. It has demotivated them and the production efficiency going to be reduced in the company. Later Mr. Rashid noticed that, some of the workers are highly efficient, some of them are showing average performance and the newly appointed employees’ performance were very poor since they are beginners. As HR student analyze the scenario and try to help Mr. Rashid to solve his problem by answering the following questions.</p> <p>a) Discuss the various incentives plans Mr. Rashid can be implemented based on the scenario given. Which incentive plan you will suggest to Mr. Rashid to solve his problem. Justify your answer with your own practical example.</p>	<p>Internet Sources/ Bhatia Kanchan. Compensation management , Global Media, 2009-12-01ProQuest Ebook Central,</p> <p><u>URL:</u> https://ebookcentral.proquest.com/lib/momp/detail.action?docID=3011503#</p> <p><u>Page Number 79-92</u></p>	<p>Basic writing through understanding</p>	<p>Analyzing of output-based incentives plans 5 Marks</p>

b) Develop a salary survey questionnaire in order to improve the compensation practices of Mr. Rashid's Business (Note: Minimum 10 and Maximum 15 items need to be included in the questionnaire.) and explain how it will be helpful to improve his company's compensation practices.	Online Sources/ProQuest	Basic Understanding of salary survey and its application in business	Understanding the importance and preparation of salary survey 5 Marks
2. Many financial and non-financial benefits will help to motivate the employees at work and able to increase their performance. Watch the video in the given link https://www.youtube.com/watch?v=6pg29U3-sn8 and explain the various non-financial benefits, also explain its importance in the organization as well as employees' performance improvement.	Videos from internet	Application method through understanding	Video analysis 5 Marks
3. Identify any one recent article/Journal which is related to impact of COVID-19 in employees' compensation and benefits and write a short summary on it.	Internet Sources/Online Sources	Basic writing through understanding with the help of articles/Journals	COVID-19 and its influence in Compensation Practices 5 Marks
Total			20

Submission:

"The assignment/project report needs to be uploaded to the e-learning either as MS Word or PDF file. The report needs to be revised based on the comments received. The third draft will be considered as final and will be graded based on Content, Originality, and other course grading rubrics (please check for report evaluation rubrics)."

Marking Criteria

Grading Rubric for Writing Assignment

Your lecturer may use a slightly different rubric, but the standard rubric at BSD will assess your writing according to the following standards:

<i>Category</i>	A (1 mark)	B (.75 marks)	C (.5 marks)	D (.25 marks)
Main idea and Purpose	Clearly presents a main idea and supports it throughout the paper. Purpose is clear	There is a main idea supported throughout most of the paper. Shows awareness of purpose	Vague sense of a main idea, weakly supported throughout the paper. Shows limited awareness of purpose	No main idea. No awareness
Organization: Overall Organization: Paragraphs	Well-planned and well-thought out. Includes title, introduction, and statement of main idea, transitions and conclusion. All paragraphs have clear ideas, are supported with examples and have smooth transitions.	Good overall organization includes the main organizational tools. Most paragraphs have clear ideas, are supported with some examples and have transitions.	There is a sense of organization, although some of the organizational tools are used weakly or missing Some paragraphs have clear ideas, support from examples may be missing and transitions are weak	No sense of organization lack clear ideas
Content	Exceptionally well-presented and argued; ideas are detailed, well-developed, supported with specific evidence & facts, as well as examples and specific details.	Well-presented and argued; ideas are detailed, developed and supported with evidence and details, mostly specific.	Content is sound and solid; ideas are present but not particularly developed or supported; some evidence, but usually of a generalized nature.	Content is not sound
Research	Sources are exceptionally well-integrated and they support claims argued in the paper very effectively. Quotations and	Sources are well integrated and support the paper's claims. There may be occasional errors, but the	Sources support some claims made in the paper, but might not be integrated well within the paper's	The paper does not use adequate research or if it does, the sources are not integrated well. They are not cited

	Works Cited conform to standard style	sources and Works Cited conform to standard style.	argument. There may be a few errors in style..	correctly according to style, nor listed correctly on the Works Cited page.
Style: Sentence structure, Details and Examples	Sentences are clear and varied in pattern, from simple to complex, with excellent use of punctuation. Large amounts of specific examples and detailed descriptions.	Sentences are clear but may lack variation; a few may be awkward and there may be a few punctuation errors. Some use of specific examples and detailed descriptions.	Sentences are generally clear but may have awkward structure or unclear content; there may be patterns of punctuation errors. Little use of specific examples and details	Sentences aren't clear. No use of examples

Grading Rubric for Video Analysis

Lecturer may use a slightly different rubric, but the standard rubric at SHCT-BSD will assess your video analysis and writing according to the following standards:

<i>Category</i>	A (1)	B (.5)	C (.25)
Identifying What's Important	Identified what was most important in the video.	Identified details related to instruction but did not highlight the most important details in the analysis.	Did not differentiate between important and unimportant details.
Making Connections	Made connections between important parts of video with the assignment	Made connections between multiple parts of video to the assignment.	Made connections between unimportant parts of assignment or made no connections at all.

Incorporating Contextual Knowledge	Readily incorporated contextual knowledge into analysis.	Incorporated some contextual knowledge into analysis.	Did not incorporate contextual knowledge into analysis.
Overall Organization	Well-planned and well- thought out. Includes title, introduction, and statement of main idea, transitions and conclusion.	Good overall organization includes the main ideas in the video and good transition and conclusion	There is no sense of organization, although some of the idea are used weakly or missing
Style	Sentences are clear and varied in pattern, from simple to complex, with excellent use of Punctuation.	Sentences are clear but may lack variation; a few may be awkward and there may be a few punctuation errors.	Sentences are generally clear but may have awkward structure or unclear content; there may be patterns of punctuation errors.

Guidelines for the Students

Late Submission of Assignment

20% of assignment scored mark will be reduced for each day of late submission.

Referencing

Referencing or citing the sources used for your assignment is an important part of academic writing. It is a way of acknowledging the ideas or words of others if you use them in your work and helps avoid plagiarism. It is evidence that you have read relevant background literature and you can provide authority for statements you make in your assignments.

The Harvard Citation Style is the most common style of referencing; hence, you are suggested to use it for referencing the sources you have used in your assignment or project. Please refer below link for more details:

http://www.staffs.ac.uk/assets/harvard_referencing_examples_tcm44-39847.pdf

Plagiarism

Plagiarism occurs when other's work such as print material, images, audio-visual creations, computer programs, electronic materials, etc. are used without appropriate acknowledgement.

Plagiarism includes , but not limited to, the following:

- Copying full or part (paragraphs, sentences or significant part of a sentence) of other's work directly
- Copying from other's work with an end reference to the original source but without putting the copied text between quotation marks
- Paraphrasing, summarising or rearranging words, phrases or ideas of other's work
- Copy-Paste of statements from multiple sources (electronic or print material)
- Presenting a work, done in collaboration with others, as independent work
- Using one's own work presented previously
- Disciplinary Action for Student Plagiarism is Zero mark.

The assignment draft will be checked for similarity through Turnitin.

Students are given the chance to lodge their appeal against the sanctions to the Head of Department.

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Imagine that you are working as an HR manager in a reputed company. Recently your management recruited 5 employees for various levels of the organization from other company. The new employees paid high salary compared to existing employees in the organization. After knowing

this information, existing employees are highly demotivated and it is started to affect the entire quality and performance of the organization. Also there is many issues started between new employees and existing employees within the organization. As a manager you decided to conduct a discussion with the employees' representative in order to solve the issue and suggest a good compensation strategy to the management to solve the problem.

Find out supportive information related to various benefits offered to the employees, various compensation strategies etc. from the library and provide the proper reference in the report.