

MASTER OF BUSINESS ADMINISTRATION
(Textile Management) (MBATEXM)

00725

Term-End Examination

December, 2014

MCT-043 : BUSINESS SKILLS – II

Time : 3 hours

Maximum Marks : 100

Note : Answer any *five* questions. All questions carry equal marks.

1. You have been asked to communicate a good news to your boss. Write a letter to communicate this. 20

2. As a Team Leader, how would you continue to motivate your team members after the management's decision to temporarily withdraw certain perks due to a financial down-turn being faced by the company ? 20

3. Write short notes on the following : 20
 - (a) SWOT Analysis
 - (b) Vision and Mission Statement

4. Explain the types of convincing skills you would use to influence the way other people think within your team. 20
 5. Describe the most challenging negotiation you have conducted recently. Which negotiation technique proved most effective? 20
 6. How would you explain to your younger brother/sister, the various steps required for effective career planning after finishing their undergraduation? 20
 7. Differentiate between Aptitude and Attitude. What is the significance of having an attitude? 20
 8. With suitable examples, differentiate between Critical thinking and Multidirectional thinking. 20
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