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Roll No. _____

21154

**M.B.A. (First Semester) Year Autumn
Examination, 2016-17**

Managerial Skills Development

Course Code : MAN 507

Time Allowed : Three Hours]

[Maximum Marks : 60

Note : Attempt **all** questions. **All** questions carry
equal marks.

Unit-I

1. What is Time Management Matrix? What help
us spend more time in Quadrant II?

OR

People have different learning styles. How
can you use them to your benefit?

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Unit-II

2. "Modern organizations cannot exist without teams" - elaborate. What are the stages in team formation?

OR

"Behaviour is governed by the values but the consequences are governed by the principles"- Explain. What are the advantages of principle centered living?

Unit-III

3. What is SWOT analysis? Who needs SWOT analysis? Give the caution with which SWOT analysis should be used.

OR

Describe persuasion. How can you use AIDA for Persuasive Writing?

Unit-IV

4. Why do we need to negotiate? Explain the strategies of negotiation.

OR

What is Corporate Etiquette? Enlist general corporate etiquettes.

Unit-V

5. Define delegation. What are the principles of effective delegation?

OR

What is organizational change? What are the tools and techniques of change management?