

TILAK MAHARASHTRA VIDYAPEETH, PUNE
MASTER OF COMMERCE (M.COM)
EXAMINATION: DECEMBER - 2025
SECOND SEMESTER

Sub: Business Skills for Excellence (MCC-202)

Date: 27/12/2025

Total marks: 60

Time: 10.00am to 12.30pm

Instruction: 1) All questions are compulsory.
2) Figures to the right indicate full marks.

Q.1 Answer the following questions. (Attempt any two) (32)

1. Describe the essential elements of patience and state how to develop patience.
2. State the strategies in Conflict Resolution.
3. Describe ways to take care of well-being at workplace.
4. Describe the steps in Decision-Making.

Q.2 Answer the following questions. (Attempt any two) (16)

1. Describe ways to develop Creative Insight.
2. State the important aspects of work teams and groups.
3. State the Components of Versatility.
4. Describe Learning and Performance Management.

Q.3 Write short notes. (Attempt any three) (12)

1. Important elements of Communication process
 2. Political Behavior
 3. Stress at Workplace
 4. Emotions
 5. Creative Insight
 6. Focus
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