

MASTER OF COMMERCE (M.COM)**EXAMINATION: MAY - 2026**

FOURTH SEMESTER

Sub: Business Skills for Excellence (MCC24-402)

Date: 8/05/2026

Total marks: 60

Time: 2.00 pm to 4.30 pm

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 ways to take care of well-being at workplace.
2. What are the causes of stress at workplace?
3. Describe the steps in Decision-Making.
4. Describe the essential elements of patience and state how to develop patience.

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

1. State the important aspects of work teams and groups.
2. What are the important aspects and benefits of work teams and groups?
3. Elaborate the important elements of perception and the key aspects to improve perceptual skills.
4. State the Components of Versatility.

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

1. Emotions
2. Benefits of conflict resolution
3. Followership
4. Learning and Management
5. Limitations of Power
6. Political Behaviour