

Assignment :-

Unit I :-

1. Explain in detail the Concept of Corporate Culture.

⇒ Corporate Culture refers to the values, beliefs, and behaviors that determine how a company's employees and management interact, perform, and handle business transactions. Often, corporate culture is implied, not expressly defined, and develops organically over time from the cumulative traits of the people that the company hires.

A company's culture will be reflected in its dress code, business hours, office setup, employee benefits, turnover, hiring decisions, treatment of employees and clients, client satisfaction, and even every other aspect of operations.

Corporate Culture emanates from generalized beliefs and behaviors, Company-wide values system, management strategies, employee communication and relations, work environment, & attitude.

Importance of Corporate Culture :-

- Provide for a positive workplace environment
- Create an engaged, enthusiastic, and motivated workforce
- Drive and improve performance quality and productivity
- Attract high value employees
- Provide an implacable competitive advantage
- Clarify for employees the Goals of their position, departments, and a company overall
- Contribute to the diversification of the workforce.

Types of Corporate Culture :-

- Clan Culture :- Clan Culture are about teamwork and collaboration. In such a culture, those in management function as enthusiastic mentors who provide guidance to subordinates. Good relationships, encouragement, trust, and participation are key aspects.

• Advocacy Culture :- Advocacy Culture create an entrepreneurial workplace in which executives and employees function as innovators and risk-takers. In this flexible environment, agile thinking is nurtured.

• Market Culture :- Market Culture is focused on meeting specific targets and bottom line goals. This Culture creates a working environment that's competitive and demanding. Management is most interested in business result. Employees are encouraged to work harder and "get the job done" to enhance a company's market presence, profit and stock price.

• Hierarchy Culture :- A Hierarchy Culture is a traditional corporate culture that functions according to a company's executive, management, and staff organizational structure. That is, it follows the chain of command from top down, where executive oversee employees and their work efforts to meet specific goals.

2. Explain the importance of Professionalism at the workplace.

Professionalism is a measure of how well you carry yourself at workplace, how you deal with coworkers and how you handle stressful situations. Here are five reasons why professionalism is important.

- Professionalism helps you get the

job :-

If you're currently interviewing for positions, you'll want to make a good impression by projecting a professional attitude and demeanor. While

you may have all the skills required for a position, if the group you're interviewing with noticed you seem uninterested, they're more likely to choose another candidate.

• Professionalism helps you get recognized:-
In an opportunity for a promotion present itself at work, and you are eligible, you may be competing with other candidates for the position. You will give yourself an advantage if you've demonstrated your professionalism to your superiors.

• It shows you're dependable:-
Carrying yourself in a professional way at work shows your supervisor that they can depend on you.

• You'll earn more respect:-
By showing professional behavior at work, you'll earn more respect from your colleagues. Listening to and respecting others' ideas is a great way to demonstrate this and to be a contribution to your employer's success.

• You'll be more Approachable :-

A good medium of how professional you are in how approachable you are to other colleagues. Keeping personal dramas out of the workplace makes you more professional and more approachable. Having a professional attitude when solving problems can reduce conflicts and unnecessary stress.

8. Explain the Dynamism and its Contribution towards success.

⇒ When a good dynamic exists within a group, working towards a common goal, each individual member will perform effectively and achieve goals set by the group.

• Strong leadership is important within a group :-
This doesn't mean that a Manager needs to bully or strong-arm the team to maintain control. A leader should guide the development of the group and the path to the goal that needs to be reached. They can do this by defining specific roles of and responsibilities for members of the group, as well as a timeline for the common project so members can understand their role within the timeline.

• Recognize how personalities affect team dynamics :-
Each person working in a

group bring their own personality and skill set. Recognizing each person's style of work, motivation, and level of aptitude can help a manager understand how that person fits in the group.

Along with members who contribute positively to the group, there may also be those whose behaviour, attitude, or work style negatively affects the dynamics. Some may be obvious, such as an aggressive personality dominating and intimidating other group members, or a disinterested person who is constantly off task. But some disruptive words may not be as easy to point to. For example, "social loafing" may occur, meaning some members of the group may exert less effort than they would if working alone.

1. Explain the Concept of being Goal Oriented

→ Goal-oriented means you strive to complete specific tasks to reach a certain outcome. It means that you are both driven and motivated by a sense of purpose: either in life, work, or something else that has your attention and commitment.

Goal oriented means being motivated by a clear vision, mission, goal or aspiration. That is to say, for you to start and complete projects, you prefer having at least one clear goal that keeps you going.

• Key Visualization :-

What would you like to achieve in the long run? Make a list of your dreams and desires. Then, close your eyes and visualize yourself accomplishing them and notice how you feel.

• Set short-term goals :-
No become more goal-oriented. you can begin to define an easy, short-term goal. When you get there, take notes of what you've learned. Then replicate the experience with others (perhaps more challenging) goals.

• List your priorities and what makes you proud :-
What makes you feel accomplished? Make a list of achievements you feel proud of and see if they have something in common. If you can spot a trend, try setting more goals related to it.

• Let go of fear :-
If you're scared of failing, that may actually hold you back from setting goals and ultimately achieving them. Try changing your relationship with failure, by realizing it can be your best teacher.

Q. Explain the Major role of team player.

⇒ Here are some of the Major role of team player.

- Be a good communication :-

Healthy communication skills are vital to your professional development.

Actively listening, relaying your ideas clearly, and asking and receiving feedback effectively will help you advance quicker and connect with your team.

- Be a problem-solver :-

How team will face challenges.

Critical thinking and problem-solving are essential to collaborate effectively and overcome these hurdles. Be ready to suggest creative solutions when brainstorming with your colleagues.

- Know your role (and your limits) :-

You should know what is expected of you and how your role fits within the team. You should.

also be realistic about how much you can take on. Others depend on you, so make sure you can deliver.

- Have initiative :-

Taking the initiative means helping prevent problems before they happen. It also means addressing them as soon as they appear. If and when they do, be ready to spring into action before someone asks you to.

- Stick to your deadlines :-

Someone is waiting for you to finish your work so they can do their. Use your time management skills so you don't let them down. This will make you a valuable and dependable team player.

- Know your strengths :-

Most projects go through a planning phase where everyone's

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assigned tasks. Be transparent about your abilities and help people understand how you can contribute. Ask for jobs that take advantage of your skillset.

- Share information :-

Found a useful online resource? Send it to your team. Worked on similar projects before? Share your experience. This information exchange will help everyone produce better work and problem-solve difficult challenges easier.