

CHAPTER NO. 1

LEADERSHIP

1. What do you mean by leader.
2. Define leadership.
3. State the names of two of your favourite leaders and identify three leadership qualities in each.
4. State different styles of leadership and give example of any one.
5. State three leadership qualities you will need while handling the following industrial/ field situations as a leader.
 - a) Producing a target quantity of a machine part with insufficient workers within time limit.
 - b) Doing a time bound market survey as a leader and enlist four points to make you a good leader.
1. Enlist the qualities of leader.

CHAPTER NO. 2

MOTIVATION

1. What is motivation.
2. State the Importance of motivation.
3. Explain types of motivation.
4. Explain Maslow's theory of motivation.
5. In case study which need was not satisfied of subhash. Justify according to Maslow's pyramid.
6. Which websites did you referred for this chapter.
7. Give examples of intrinsic and extrinsic motivation.
8. Which type of motivation influenced you to take admission to Diploma in Mechanical Engineering. justify

CHAPTER NO. 3

TEAM BUILDING

1. Define a team. Give one examples of
 - a) Work team.
 - b) Management team.
 - c) Cross functional team.
 - d) Quality circle.

- e) Self managed teams.
- 1. Differentiate between Group and Team.
- 2. Your team is given a task of completing a project on market survey of a product. Which role would you like to play and why.
- 3. Explain need and importance of team work with examples.
- 4. Explain stages in team formation.
- 5. Which assignments in your assignment book are linked with this chapter team building. What did you learn from that assignment.
- 6. What is height of tower which you built with your team.

CHAPTER NO. 4

CONFLICT RESOLUTION

- 1. What are effects of conflicts on individual, group and organisation.
- 2. What do you mean by conflict resolution.
- 3. What are types of conflict.
- 4. What is difference between role and goal conflict. Justify with examples.
- 5. What are indicators of conflict.
- 6. Explain sources of conflict.
- 7. What are steps in conflict management.
- 8. Explain styles of conflict management.
- 9. What is your dominant style and back up style of conflict resolution. How did you assessed your style with help of assignment.
- 10. Which style represents lose- win situation.

CHAPTER NO. 5

DECISION MAKING

- 1. Define Decision Making.
- 2. Explain any three characteristics of a good decision with one example of each.
- 3. Classify decisions. Give one example of each type.
- 4. What are steps in decision making.
- 5. Which company did you choose from the list and how did you took decision about selection of best suitable company.
- 6. State importance of decision making in organization.

CHAPTER NO. 6

INTERVIEW TECHNIQUES

1. What are stages through which an candidate has to undergo while facing an interview.
2. What should be contents in resume.
3. What is difference between CV, Resume and Biodata.
4. What is purpose of group discussion.
5. What are do's and don't's in group discussion.
6. What is purpose behind conducting Aptitude Tests.