



Bahria University
Islamabad Campus
Department of Business Studies
Final-Term Examination (Fall-2021)
Class: BBA 5
Paper Type: Subjective

Course: Career Exploring Management

Course Code: MGT-311

Teacher Names: Dr Safa Riaz, Saman Javed, Sumeela Amin, Madeeha Ali

Time Allowed: 2 Hours

Date: 10th Feb 2022

Time: Session I

Max Marks: 40

Total Pages: 2

Instructions:

- i. All questions are compulsory.
- ii. There are total 4 questions.
- iii. Use appropriate examples to support your answers
- iv. Do not generalize the answers. Be specific

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Question 1: "Human relations factors such as developing and maintaining relationship networks makes a positive difference to an individual's career journey. Justify whether the statement is true or false using different types of networks. (10 Marks)
(CLO 2,6)

Question 2: "Reputations are *subjective*, and every individual has a different caliber of subjectivity to offer which can make or break someone's reputation in a professional setup". Justify with example. (5 Marks)
(CLO 6)

Question 3: Read the statements, match them with the attachment style they resonate the most with, and justify your answer. (10 marks)

- a. I find it relatively easy to get close to others and am comfortable depending on them and having them depend on me. I don't often worry about being abandoned or about someone getting too close to me.
- b. I find that others are reluctant to get as close as I would like. I often worry that my colleagues don't really like me or won't want to stay with me. I am easily replaceable. I want to merge completely with another person, and this desire sometimes scares people away.
- c. I am somewhat uncomfortable being close to others; I find it difficult to trust them completely, difficult to allow myself to depend on them. I am nervous when anyone gets too close. I believe that I can work on my own and it does not mean that my co-workers do not matter to me. But I prefer certain boundaries and face hard time letting someone in.
- d. I guess there is no way out. I guess my team will never support me and give a me a good evaluation for my promotion. Maybe I can talk to them? No, it is not worth even try because they would have showed me already that they support me. Even If I talk to them, they will still not vote for me which

is going to hurt my ego. I don't want to regret talking to them and letting me down in front of everyone.

(CLO2,5,7)

Question 4:

- a. CV and resume are both integral part of career advancement. Keeping this in mind, discuss dos and don'ts of writing a CV. (5 Marks)

(CLO 2) (5 Marks)

- b. Describe three different types of CV writing styles.

(CLO 1,3)

- c. Write down a cover letter for a recently advertise job on LinkedIn from Nestle Professional Pakistan for the MTO (Management Trainee Officer) hiring. Discuss how your addition may prove beneficial to the organization. The cover letter must provide a glimpse of your past, present and future. (5 Marks)

(CLO 1,3,4)

END OF QUESTION PAPER
