Attitude towards Change:

1. Open-mindedness: Having an open-minded attitude towards change means being receptive to new ideas, approaches, and perspectives. It involves being willing to consider alternative ways of doing things and being open to learning and growth.
2. Adaptability: A positive attitude towards change involves being adaptable and flexible. It means being able to adjust and embrace new situations, methods, or technologies, rather than resisting or fearing them.
3. Embracing innovation: Having a favorable attitude towards change means embracing innovation and being open to exploring new technologies, processes, and strategies. It involves seeking out opportunities for improvement and being proactive in implementing change.
4. Willingness to learn: A positive attitude towards change includes a willingness to learn new skills and acquire new knowledge. It means being open to training, development, and continuous learning to stay relevant and adapt to changing circumstances.
5. Resilience: A resilient attitude towards change involves being able to bounce back from setbacks or failures and seeing change as an opportunity for growth and improvement. It means maintaining a positive mindset and not being discouraged by obstacles.
6. Proactive approach: Having a proactive attitude towards change means taking initiative and actively seeking ways to contribute to and influence change. It involves being proactive in identifying problems, proposing solutions, and implementing necessary changes.
7. Constructive mindset: A positive attitude towards change involves maintaining a constructive mindset. It means focusing on possibilities rather than dwelling on limitations or past practices. It involves being solution-oriented and viewing change as an opportunity for progress and improvement.

8. Collaboration and teamwork: A favorable attitude towards change includes a willingness to collaborate and work with others during times of change. It involves being open to sharing ideas, seeking input from others, and working together towards a common goal.
9. Embracing uncertainty: Having a positive attitude towards change means being comfortable with uncertainty and ambiguity. It involves recognizing that change often brings unknowns and being willing to navigate them with optimism and confidence.
10. Continuous improvement: A favorable attitude towards change involves recognizing that change is an ongoing process and that continuous improvement is essential for personal and organizational growth. It means being committed to evaluating, adapting, and evolving in response to change.

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1. What do you mean by managerial skills?
2. How do personal skills help the managers to become competent managers?
3. Discuss the importance of personal skills for an effective manager and how these can be enhanced for attaining organizational goals.
4. “A skilled manager increases the effectiveness of organization.” Discuss the statement.
5. What are the essential managerial skills for an effective manager? How these skills help the organization to attain its business goals?
6. Write a detail note on role of emotional intelligence enhancing managerial skills.
7. Discuss the applications of different types of skills.
8. How creativity contributes to effectiveness of managers?
9. What do you understand by the term Innovation? Discuss the nature and sources
10. Describe the steps of analytical problem solving.

11. Write a short note on skills of Analytical Problem Solving.
12. Discuss the advantages and limitations of analytical problem solving.
13. Write a short note on Impediments of Creativity.
14. Discuss the multiple approaches to creativity.
15. What are the different conceptual blocks?
16. What are the skills required for building relationships for developing positive interpersonal communication?
17. “Effective communication leads to organizational success.” Comment on the above statement highlighting the role of interpersonal communication.
18. Discuss the significance of supportive communication.
19. Write a short note on Coaching v/s Counselling.
20. Write a note on Defensiveness and Disconfirmation
21. Explain the process of personal interview management
22. Write a brief note on “Team Building”. Support your answer with suitable example.
23. Write a detailed note on developing teams and team work.
24. Write a short note on Leading Team.
25. What do you mean by empowerment?