ANNEXURE - I

QUESTIONNAIRE-I
QUESTIONNAIRE - I FOR MBA STUDENTS

Name of the Institute: ________________________________

<table>
<thead>
<tr>
<th>Personal Details: (Pls. Tick ✓ wherever necessary)</th>
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<tbody>
<tr>
<td>(Surname) (First Name) (Father) (Mother)</td>
</tr>
<tr>
<td>Date of Birth</td>
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<tr>
<td>Birth Place along with District &amp; State</td>
</tr>
<tr>
<td>Marital Status: Married ☐ Single ☐</td>
</tr>
<tr>
<td>Gender: Male ☐ Female ☐</td>
</tr>
<tr>
<td>Physical Fitness: Yes ☐ No ☐ Physically Challenged ☐ Health Issues ☐</td>
</tr>
<tr>
<td>Father’s Occupation:</td>
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<tr>
<td>Mother’s Occupation:</td>
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<tr>
<td>Annual Income (₹):</td>
</tr>
<tr>
<td>Own Occupation (if working):</td>
</tr>
<tr>
<td>Annual Income (₹):</td>
</tr>
<tr>
<td>Work Experience: Yes ☐ No ☐ If yes, Pls. Specify No. of Years: ___ Yrs. &amp; Employment Details</td>
</tr>
<tr>
<td>Designation:</td>
</tr>
<tr>
<td>Employer Name:</td>
</tr>
<tr>
<td>Address:</td>
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<tr>
<td>Home Town:</td>
</tr>
</tbody>
</table>

Educational Qualification: (Start with the recent degree)

<table>
<thead>
<tr>
<th>Examinations</th>
<th>University</th>
<th>Year of passing</th>
<th>% of Marks</th>
<th>Special / Optional Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Post Graduation)</td>
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<td>(Graduation)</td>
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<td>(SSC)</td>
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<tr>
<td>(Diploma)</td>
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<tr>
<td>(Any Other)</td>
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</tbody>
</table>

Q1. State your major achievements (If any)
1. ________________________________________
2. ________________________________________
3. ________________________________________
4. ________________________________________
5. ________________________________________
Q2. What type of person you are (Select and Tick (√) any one option)
   Extrovert ☐ Introvert ☐ Don’t Know ☐

Q3. What are your values (Select and Tick (√) minimum one or maximum three options)
   Team Work ☐ Integrity ☐ Innovation ☐
   Excellence ☐ Passion ☐ Self Discipline ☐
   Any other Pls. Specify __________________________________________________________________________

Q4. What do you prefer working with (Select and Tick (√) any one or two options)
   People ☐ Things ☐ Information ☐
   Any other (Pls. Specify) : __________________________________________________________________________

Q5. You work best in an environment (Select and Tick (√) minimum one or maximum three options)
   With interesting and friendly people ☐ In a calm & quiet place ☐
   In a lab alone ☐ Outdoors with view of nature ☐
   With strict deadlines to be met ☐ With little supervision so that I can work with my creativity ☐
   Full of Challenges and Risk ☐ Can be part of any Team ☐
   Any other pls. Specify __________________________________________________________________________

Q6. Select and Tick (√) any one or two life roles that are important along with your job or occupation.
   Daughter ☐ Son ☐ Brother ☐ Sister ☐
   Husband ☐ Wife ☐ Father ☐ Mother ☐
   Guardian ☐
   OR Any other Pls. Specify : __________________________________________________________________________

Q7. Do you have family owned business? (Select and Tick (√) any one)
   Yes ☐ No ☐ Don’t Know ☐
   If Yes, Do you wish to continue the same ☐ OR Venture into new business? ☐
   Wish to continue the same as well as venture into new business ☐

Q8. Do you have short term & long term goal? (Select and Tick (√) any one)
   Yes ☐ No ☐ Don’t Know ☐
   If yes, Pls. Specify : ____________________________

Q9. What can help you achieve your goals, and what obstacles could get in your way?
   Thing(s) which can Help : __________________________________________________________________________
   Obstacle(s) : ______________________________________________________________________________________

**Desired Career Anchor**

Q10. Select and Tick (√) minimum one and maximum three most important long-term preferences for your career (Career Anchor). Rate them on 1-5 Scale. Where 1= Prefer little of the time and 5= Prefer all of the time. Please circle the number corresponding to your rating.

<table>
<thead>
<tr>
<th></th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prefer Little of the time</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prefer Some of the time</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Prefer Most of the time</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prefer All of the time</td>
<td></td>
<td></td>
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</tbody>
</table>

| Autonomy / Independence   |   |   |   |   |   |
| Technical / Functional Competence |   |   |   |   |   |
| Security / Stability      |   |   |   |   |   |
| General Management        |   |   |   |   |   |
| Entrepreneurial Activity  |   |   |   |   |   |
| Pure Challenge            |   |   |   |   |   |
| Service                   |   |   |   |   |   |
Life Style

Internationalization

Predefined Career or The Career most suited for you.

Q11. Select and Tick (√) minimum one & maximum two most suitable long-term career options for you. Rate them on 1-5 Scale. Where 1= Rarely suits to me & 5= Always suits to me. Please circle the number corresponding to your rating.

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rarely suits to me</td>
<td>Often suits to me</td>
<td>Fairly suits to me</td>
<td>Considerably suits to me</td>
<td>Exactly suits to me</td>
</tr>
</tbody>
</table>

Corporate Sector

Entrepreneurship

Academic / Teaching Profession

Consultant

Research

Any other profession of your choice:

Q12. Do you have a dream of building successful corporate career? (Select and Tick (√) any one)

Yes □ No □ Don’t Know □ If yes, then answer following:

Q13. Select and Tick (√) minimum one and maximum two most important sectors that you wish to explore for your dream corporate career. Rate them on 1-5 scale. Where 1= Least Important sector and 5= Most Important sector. Please circle the number corresponding to your rating.

Financial services

Professional services

Automotive

Information Technology

Telecommunication

Healthcare and Pharmaceuticals

Energy

Education

Real Estate

Media

Technology

Consumer goods and Retailing

Manufacturing (non-automotive)

Any other Pls. Specify

Q14. Where do you prefer to work? (Select and Tick (√) any one)

Large Scale Organization □ Small Scale Organization □

Medium Scale Organization □

If Large, why? Pls. specify reason

If Small, why? Pls. specify reason

If Medium, why? Pls. specify reason
Q15. Select and Tick (√) minimum one and maximum two options that describes your main function role in long term.

- General Management
- Strategy
- Operations
- Finance
- IT
- Risk or legal
- Human resources
- Consultant
- Business Analyst
- Procurement or Supply-Chain Management
- Business Development, Marketing and Sales
- Information, Research or Development
- International Business Management
- Any other Pls. Specify

Q16. What Job in your dream company do you want to work towards (Select and Tick (√) any one).

- Entry Level Executive
- Middle Level Manager
- Top Level Manager
- Any other Pls. Specify

Q17. As a fresher, what level of salary do you expect per month to begin your corporate career
(Select and Tick (√) any one).

- Less than 10,000
- 10,001 to 20,000
- 20,001 to 30,000
- 30,001 to 40,000
- 40,001 to 50,000
- 50,001 and above

Q18. Where do you prefer to work (Select and Tick (√) any one).

- Wish to be in India only
- Wish to work abroad only
- Wish to work India initially and later on want to work abroad
- Wish to work abroad initially and later on want to work in India

Q19. If you wish to abroad, what is your preferred Geographic Location (Select and Tick (√) any one or two)?

- UK
- USA
- South Africa
- Europe
- Far East
- Middle East
- Any other Pls. Specify

Why?

Q20. Select and Tick (√) any one option, where you want to settle finally in your life.

- In India
- Abroad

Q21. Following are some statements to understand your expectations about your dream corporate career and to help you to explore corporate career opportunities. Each statement has five alternatives as follows:

<table>
<thead>
<tr>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Neutral</th>
<th>Agree</th>
<th>Strongly Agree</th>
</tr>
</thead>
<tbody>
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</table>

You are requested to select and Tick (√) only one number, which candidly express your response. Please make sure that you have responded to all the statements.

i) All the Management Students have dream of building successful corporate career.

ii) Career Planning and Career Decisions are sensitive key inputs for selecting the suitable career options.

iii) ‘Attractive Salary Package’ is one of the criteria while deciding your career option.

iv) ‘Excellent Job Profile’ is one of the criteria while deciding your career option.

v) Training and Development activities at the organization Matters while deciding your Corporate Career option.


vii) ‘Brand Employer’ play key role in building successful Corporate Career.
viii) Knowing your ‘Strengths’ is essential while deciding Career Plan.

ix) Knowing your ‘Weaknesses’ is essential while deciding Career Plan.

x) Knowing ‘Career Opportunities’ is essential for deciding Career Plan.

xi) Knowing ‘Probable Threat from today’s dynamic Environment’ is essential in deciding Career Plan.

xii) ‘Functional Competence’ is essential for corporate career success.

xiii) General Managerial skills are essential for corporate career success.

Q22. Name the three things which you would like to avoid in your Corporate Career?

1. ___________________________________________

2. ___________________________________________

3. ___________________________________________

Q23. Do you know various information in regards to your chosen career (like Advantages, disadvantages of Chosen field, Job description, amount of pay, working conditions, opportunity for advancement, whether there is a demand for this field, the types of tasks performed, etc.)? select and Tick (√) the only one option.

Yes ☐ No ☐ Don’t Know ☐ Partially Known ☐

Q24. Select and Tick (√) one or two options to explore your dream corporate career.

further study ☐ Training & Development ☐

Work experience ☐

Volunteer work as a stepping stone towards long-term employment ☐

Job shadowing (This involves Learner spending time with someone from world of work) ☐

Q25. How frequently you discuss your career and educational plans with your parents, counsellor, or other interested people? Select and Tick (√) the only one option.

Never ☐ Sometimes ☐ Fairly often ☐ Always ☐

Q26. Do you use any career resource library / media / method which will be useful to you to explore your possible career options? Select and Tick (√) the only one option.

Yes ☐ No ☐ Don’t Know ☐ Partially Known ☐

If Yes, then select and Tick (√) any five most useful methods and rate them on 1-5 scale. Where 1 = Least Useful and 5 = Most Useful. Please circle the number corresponding to your rating.

<table>
<thead>
<tr>
<th>Least Useful</th>
<th>Sometimes Useful</th>
<th>Fairly Useful</th>
<th>Fairly Often Useful</th>
<th>Most Useful</th>
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On Campus ☐

Off Campus ☐

Pool Campus ☐

Job Fairs ☐

Job Portals ☐

Alumni Network ☐

Newspaper Advt. ☐

Placement Agencies ☐

Summer Internship Programme ☐

Faculty Contacts ☐
Campus Website □ Least Useful 1 2 3 4 5 Most Useful
Videoconferencing □ Least Useful 1 2 3 4 5 Most Useful
Networking □ Least Useful 1 2 3 4 5 Most Useful
Books and Magazines □ Least Useful 1 2 3 4 5 Most Useful
Internet □ Least Useful 1 2 3 4 5 Most Useful
Television □ Least Useful 1 2 3 4 5 Most Useful

Any other pls. Specify ________________________________

Pls. Tick (√) any one alternative selected

Yes No Don’t Know
Do you have Knowledge of Economics? □ □ □
Do you have knowledge of Labour Market and Trends? □ □ □
Have you prioritized your career options? □ □ □
Have you developed action plan? □ □ □
Have you devised strategies to implement your action plan? □ □ □
Have you identified your prospective employer? □ □ □
Have you done self assessment from employer’s perspective? □ □ □

Pls. Tick √ any one alternative selected

Yes No Don’t Know
Do you have an up-to-date résumé and cover letter? □ □ □
Are you ready for job interview? □ □ □
Are you networked with others who may be potential? □ □ □
Can you compromise with your ‘Life Style’ when it comes to career decision? □ □ □
Are you ready to bear work pressure? □ □ □
Do you prefer changes in your career? □ □ □

List any Five Major Personal Strengths and Weaknesses

<table>
<thead>
<tr>
<th>Strengths</th>
<th>Weaknesses</th>
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ANNEXURE - II

QUESTIONNAIRE-II
QUESTIONNAIRE -II FOR CORPORATE PERSONNEL

Name: ____________________________

Designation: ____________________________

Organization Name: ____________________________

Address: ______________________________________

Email-Id: ____________________________

Age: ________ Gender: Female ☐ Male ☐

Work Experience: 0-5 yrs. ☐ 5-10 Yrs. ☐ 10-15 Yrs. ☐ 15 & above ☐

Understanding World of Work for Management Students

Q1. Which of the following professional courses will ensure better career prospect in contemporary scenario? Select and Tick (✓) any two options. Rate them on 1-5 Scale where 1=Least Career Prospects and 5=Highest Career Prospects. Please circle the number corresponding to your rating.

   MBA ☐ Least career prospects 1 2 3 4 5 Most career prospects
   MBS ☐ Least career prospects 1 2 3 4 5 Most career prospects
   MMM ☐ Least career prospects 1 2 3 4 5 Most career prospects
   MPM ☐ Least career prospects 1 2 3 4 5 Most career prospects
   PGDM ☐ Least career prospects 1 2 3 4 5 Most career prospects

Any other Pls. Specify ____________________________

Q2. Select and Tick (✓) any one, salary level per month, which you would like to offer, to MBA Students from average B-Schools to begin their corporate career.

Less than 10,000 ☐ 10,001 to 20,000 ☐ 20,001 to 30,000 ☐ 30,001 to 40,000 ☐ 40,001 to 50,000 ☐ 50,001 and above ☐

Q3. In next five years, Identify and Tick (✓) any five sectors, which will provide highest career opportunities and rate them on 1-5 scale. Where 1= Least Career Opportunities and 5= Highest Career Opportunities. Please circle the number corresponding to your rating.

   Financial services ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Healthcare and Pharmaceuticals ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Professional services ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Consumer goods and Retailing ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Manufacturing (non-automotive) ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Energy ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Information Technology & ITES ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Automobiles ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Telecommunication ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Public sector ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Education & Training ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Media & Entertainment ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Real Estate ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Science & Technology ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Research & Development ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Infrastructure ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
   Tourism & Hospitality ☐ Least career opportunities 1 2 3 4 5 Highest career opportunities
Agriculture □ Last career opportunities □ 2 □ 3 □ 4 □ Highest career opportunities □
Aviation □ Last career opportunities □ 2 □ 3 □ 4 □ Highest career opportunities □
Any other Pls. specify ______________________

Q4. Which of the following Knowledge will be preferred?
Technical □ Commercial □ Techno-Commercial □

Q5. Identify and Tick (√) any five ‘Functional Role’ which will ensure better career prospects in next five years?
Business Development, Marketing & Sales □ General Management □
Operations □ IT □
Information, Research or Development □ Risk or legal □
Procurement or Supply-Chain Management □ Business Analyst □
Consultant □ Human Resources □ Strategy □ Finance □

Q6. Select and Tick (√) any three tests preferred by you for the selection of Management Trainee?
General Knowledge Test □ Aptitude Test □ Subject Knowledge Test □
Psychometric Test □ None of these □ Any other pls. Specify__________
If Psychometric Test Pls. Specify test name ______________________

Q7. Select and Tick (√) any three types of interview preferred by you, for selection of Management Trainee.
1. Telephone & Screening Interview □ 2. One to One Interview/Face to Face Interview □
3. Behavioral & Situational Interview □ 4. Top Grading Interview □
5. Stress & Brain Teaser Interview □ 6. Speed Interview □
7. Panel Group and Peer Interviews □ 8. Simulation / Audition Interviews □
9. Group Interview □ 10. Case Interview □
11. Panel / Committee Interview □ 12. Tag Team Interview □
13. Video Conferencing & Web Cam Interviews □
14. Lunch or Dinner Interviews / Mealtime Interview □
Any other pls. Specify________________

Q8. Select and Tick (√) any one, the type of personality expected in MBA Student
Type A Personality Person □ Type A Personality Person □
Mid of Type A & B □ Any other pls. Specify________________

Q9. Select and Tick (√) any one, to whom do you prefer to recruit as a ‘Management Trainee’?
A Management Student with multiskills □
A Management Student with Specialized Knowledge □
Any other pls. Specify________________

Q10. Select and Tick (√) any two career options which would give better career prospect for MBA Students. Rate them on 1-5 scale. Where1= Least Career Prospects and 5= Highest Career Prospects. Please circle the number corresponding to your rating.
Corporate Sector □
Entrepreneurship □
Academic / Teaching Profession □
Consultant □
Research & Development □
Any other profession pls. specify________________

Q11. Select and Tick (√) any three Job portal, which is most useful for Job hunting, for MBA Students?
Naukri □ Monster India □ Freshersworld □
Dev Bistro □ Bharath Contract Jobs □ Career Age □
Jobships □ Placement India □ Educational Jobs in India □
Too Step □ Jobs Ahead □ Times Jobs Career Builder India□
Career Jet □ Click Jobs □ Yuva Jobs □
Job Street □ Any other pls. Specify________________
Q12. Select and Tick (✓) any five best possible methods of exploring ‘Corporate Career opportunities’ by MBA Students.

<table>
<thead>
<tr>
<th>Method</th>
<th>On Campus</th>
<th>Off Campus</th>
<th>Pool Campus</th>
<th>Job Fairs</th>
<th>Alumni Network</th>
<th>Job Portals/Internet</th>
<th>Newspaper Advt.</th>
<th>Placement Agencies</th>
<th>Campus Website</th>
<th>Summer Internship Programme</th>
<th>Faculty Contacts</th>
<th>Company Website</th>
<th>Videoconferencing</th>
<th>Social Networking</th>
<th>Any other</th>
</tr>
</thead>
</table>

Q13. Select and Tick (✓) any three countries which will offer better Career opportunities in next five years?

<table>
<thead>
<tr>
<th>Country</th>
<th>US</th>
<th>Canada</th>
<th>UK</th>
<th>Germany</th>
<th>China</th>
<th>India</th>
<th>Singapore</th>
<th>Gulf</th>
<th>Australia</th>
</tr>
</thead>
</table>

Q14. Following are some statements to understand the corporate expectations about Management Students viz MBA Student to explore corporate career opportunities. Each statement has five alternatives, as follows.

<table>
<thead>
<tr>
<th>Statement</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strongly Disagree</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disagree</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Neutral</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Agree</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strongly Agree</td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

You are requested to Select & Tick (✓) only one alternative, which candidly expresses your responses. Please make sure that you have responded to all the statements.

**General Statements related to Contemporary Work Environment**

<table>
<thead>
<tr>
<th>i) All the Management Students have dream of building successful corporate career?</th>
<th>Strongly Disagree</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>Strongly Agree</th>
</tr>
</thead>
<tbody>
<tr>
<td>ii) MBA Graduate Students are passionate to work abroad at the beginning of their Career.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>iii) Career Planning and Career Decisions are sensitive key inputs for selecting the suitable career options.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>iv) Today’s MBA Graduates are ready to compromise with their ‘Life Style’ when it comes to career decision.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>v) MBA Graduates are ready to bear work pressure.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>vi) MBA Graduates are ready to accept ‘change’ in their career easily. They are flexible enough.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>vii) Social Networking is essential for successful Corporate Career.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>viii) ‘Academic Record’ affects employability of Management Trainee.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>ix) ‘Work Experience plays very important role in corporate selection of Management Trainee.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>x) ‘Flow of Engineering Graduates in B-Schools are affecting placements of other (Non Engineering) graduates.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>xi) Professionally drafted CV plays vital role in Screening and Short listing of Management Trainee</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>xii) Every thing mentioned in the CV of an interviewee needs to be handled with care.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>xiii) Before going to an interview, a candidate needs to learn thoroughly about the company profile, its history &amp; its future planning.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>xiv) The MBA Students need to owe accountability and have practical approach towards their profession.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
<tr>
<td>xv) MBA Graduates should adapt themselves quickly according to the work culture of the company.</td>
<td>Strongly Disagree</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>Strongly Agree</td>
</tr>
</tbody>
</table>

319 I Page
xvi) Industry seeks employable graduates and not just graduates i.e. There is wrong perception: Qualification = Employability

xvii) Continues development of Employability Skills of MBA Graduates can only bridge the demand-supply gap

xviii) Employment opportunities for freshers in India have increased in manifold over the last few years. The only way to have an edge over others in the job market is to assess oneself and hone one’s employable Skills accordingly

## General Statements related to Knowledge required by ‘Management Trainee’

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Knowing one’s ‘Strengths’ is essential while deciding Career Plan.</td>
<td>1</td>
<td>2</td>
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</tr>
<tr>
<td>ii) Knowing one’s ‘Weaknesses’ is essential while deciding Career Plan.</td>
<td>1</td>
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</tr>
<tr>
<td>iii) Knowing ‘Career Opportunities’ is essential for deciding Career Plan.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>iv) Knowing ‘Probable Threat from today’s dynamic Environment’ is essential in deciding Career Plan.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>v) Knowledge of one’s ‘Skills’ are important for career planning</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>vi) Knowledge of one’s ‘Interest’ is essential for Career Planning</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>vii) Knowledge of one’s ‘Values’ is essential for Career Planning</td>
<td>1</td>
<td>2</td>
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</tr>
<tr>
<td>viii) Knowledge of our Personality Type is essential for individual Career Planning.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>ix) ‘Knowledge of one Foreign Language other than English’ is an added advantage for Management Trainee</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>x) ‘Knowledge of Work Culture’ is essential for successful Corporate Career.</td>
<td>1</td>
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<td>5</td>
</tr>
<tr>
<td>xi) Strong Fundamental Subject Knowledge is expected for the Corporate Selection of Management Trainee</td>
<td>1</td>
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<td>5</td>
</tr>
<tr>
<td>xii) Business Awareness is essential for Corporate Career</td>
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<td>5</td>
</tr>
</tbody>
</table>

## General Statements related to ‘Skills’ required by ‘Management Trainee’

<table>
<thead>
<tr>
<th>Statement</th>
<th>Strongly Agree</th>
<th>Agree</th>
<th>Strongly Disagree</th>
<th>Disagree</th>
<th>Strongly Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Interpersonal Skills plays vital role in Corporate Selection of Management Trainee</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>ii) ‘Decision Making Skill’ is also vital component expected by recruiters of Corporate World.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>iii) ‘Time Management Skill’ is very important in Corporate Selection of Management Trainee.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>iv) Excellent Command over English Language creates positive impression on recruiters.</td>
<td>1</td>
<td>2</td>
<td>3</td>
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<td>5</td>
</tr>
<tr>
<td>v) ‘Being a Good Learner’ is equally important in today’s dynamic work environment.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>vi) Listening Skills are equally important in the Selection of Management Trainee</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>vii) ‘Functional Competence’ is required for Corporate Career Success.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>viii) ‘General Managerial Skills’ are required for Corporate Career Success.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
<tr>
<td>ix) Being ‘Presentable’ is one of the essential thing in the Corporate Selection of Management Trainee.</td>
<td>1</td>
<td>2</td>
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<td>5</td>
</tr>
</tbody>
</table>
**General Statements related to 'Attitude & Qualities required by 'Management Trainee'**

i) 'Enthusiasm' plays a very important role in Impression Management.

ii) 'Being a Good Team Member' is essential in Today's dynamic work environment of workforce diversity.

iii) 'Positive Attitude' is one of the essential qualities in the Corporate Selection of Management Trainee.

iv) 'Commitment' is one of the most essential quality recruiters of Corporate World is looking for.

v) 'Self Discipline' is one of the most essential quality in the corporate selection of Management Trainee.

vi) 'Leadership' is one of the most essential quality in the Corporate Selection of Management Trainee.

vii) 'Self Confidence' is one of the essential quality in Corporate selection of Management Trainee.

viii) 'Accepting Challenge' is required for Corporate Career Success.

ix) 'Hard work' is an essential quality in the Corporate selection of Management Trainee.

x) 'Smart work' is an essential quality in the Corporate selection of Management Trainee.

xi) Employers look for certain basic qualities & if one can groom oneself to meet their expectation one can secure their dream Job in time.

Q15. Select and Tick (✓) any five essential qualities (A quality is something that is part of our personality, it comes naturally to us) in each category, which are surely required for employability of Management Trainee. Rate them on 1-5 Scale. Where 1= Least Important & 5= Most Important. Please circle the number corresponding to your rating.

<table>
<thead>
<tr>
<th>Quality</th>
<th>Least Important</th>
<th>Most Important</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calm</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Confident</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sensitive</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Punctual</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Responsible</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cautious</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Team worker</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Determined</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hard Working</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Smart Working</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proactive</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reliable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Well Organized</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leadership</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enthusiastic</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adaptable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Goal Oriented</td>
<td></td>
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</tr>
<tr>
<td>Sales Orientation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High Work Standard</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Q16. Select and Tick (✓) any five essential skills (Skill is something that you have learned to do) in each category, which are surely required for employability of Management Trainee. Rate them on 1-5 Scale. Where 1 = Least Important and 5 = Most Important. Please circle the number corresponding to your rating.

I. The Soft Skills Includes:

Communication (Includes Oral & Written) □ Least Important □ Most Important

- English Language Proficiency
- Information Communication Technology (ICT) Skill
- Interpersonal Skills
- Team Working Skills
- Leadership Skills
- Problem Solving Skills
- Adaptability and Flexibility Skills
- Risk taking Skill
- Creativity
- Innovation
- Personal Organization Skills
- Time Management
- Negotiation Skills
- Proactive & Inquisitive
- Presence of mind Learning Skill
- Ready to accept Challenge
- Grasp things quickly
II. Hard Skill Set Includes:

- Research in different areas of Management
- Data Collection Skills
- Data Analysing Skills
- Data Interpretation Skills
- Report Writing Skills
- Report Presentation Skills
- Modeling Skills
- Data Security Management Skills
- Database Management Skills
- Financial Risk Management Skills
- Software Handling Skills for taking instant decisions
- Strong in Fundamentals

III. The Managerial Skill Set Includes:

- Decision Making
- Planning
- Organizing
- Directing
- Controlling
- Coordinating

IV. The attitudinal skill set includes:

- Ethical Behavior
- Concern for Environment
- Concern for weaker section of Society
- Transparency
- Responsibility
- Accountability
- General Attitude

Q17. Select and Tick (✓) any five major common mistake of Management Trainees, Observed by you at the time of Interview. Rate them on 1-5 Scale. Where 1 = Least Important and 5= Most Important. Please circle the number corresponding to your rating.

- Poor Personal Appearance / Unsuitable Appearance
- Reaching Late
- Not Being Prepared
- Not Knowing Yourself / Inability to express self clearly
- Poor voice dictation, Grammar, Poor Communication Skill
- Focusing on the past
- Talking too much and saying too little
- Not listening
- Stepping out of `sell mode` too early
- Lack of Interest and Enthusiasm / failure to show interest
Passive and Indifferent
Low Energy or passion
Being too humble
Not being realistic
Failure to look at interviewer while conversing
Limp, fishy handshake
Ask no question about job
Lack of Maturity
Overbearing, Over aggressive, conceited with superiority or “Know it all Complex”
Lack of Planning for career : no purpose and goals
Lack of Confidence and Poise : nervous ill at ease
Inability to take criticism

Q18. Select and Tick (✓) any five major threats for Management Trainees in their corporate career. Rate them on 1-5 Scale. Where 1 = Least Important and 5 = Most Important. Please circle the number corresponding to your rating.

General Threats relates to dynamic environment
Personal Issues-Work life balance
Technology Driven Issues
Management Issues
Clients / Customer & Supplier Related Issues
Innovation & Creativity
Interpersonal Relationship Issues
Product / Services Related Issues

Q19. State any five major Threats / Challenges to Management Trainees in their corporate careers which are not mentioned in the above question.
1. 
2. 
3. 

Q20. State any five major opportunities for Management Trainees in their corporate careers.
1. 
2. 
3. 
4. 
5. 

Q21. Please give five tips for, on-campus and off-campus interview preparation.
1. 
2. 
3. 
4. 
5. 

Thank you for giving your valuable time.