



AJEENKYA

D Y PATIL UNIVERSITY

End Term Examination (December 2019)

School: School of Management

Program: BBA – FS

Course: Time and Stress Management

Course Code: GEX162

Semester: III

Max Marks: 30

Duration (mins): 60 mins

Instructions:

1. Figures to the right indicate marks.
 2. Write in points, draw table and give diagrammatic representations wherever necessary.
 3. Write the correct question number & sub-question number while writing the answers in the answer sheet.
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Q 1) Answer any 3 of the following:

(3×5 = 15 Marks)

1. What is the full form of SMART Goals? Explain each point with relevant example.
2. Mention Pareto analysis with the help of a relevant example.
3. Describe some time management planning tools.
4. What is procrastination and how can that be avoided?
5. Define delegation and how is it related to time management?
6. Explain Eisenhower matrix with suitable examples and give diagrammatic representation of the same.

Q 2) Answer any 3 of the following:

(3×5 = 15 Marks)

1. Describe stress and sources of stressful thinking?
2. What is stress and what are the types of stress?
3. Describe some stress management tips.
4. Write an essay of 150 words on “Self help”.
5. Explain “College stress” and “Occupational stress”.
6. Mention Physical, Spiritual and Psychological methods of relaxation to relieve stress.

*******ALL THE BEST*******