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MCS-214

**MASTER OF COMPUTER
APPLICATION
(MCA-NEW)**

Term-End Examination

June, 2026

**MCS-214 : PROFESSIONAL SKILLS
AND ETHICS**

Time : 2 Hours

Maximum Marks : 50

Note : Answer all the questions.

1. Read the following passage and answer the questions below it :

Leadership is a multifaceted concept that transcends mere authority and encompasses the art of motivating individuals and teams

towards achieving collective objectives. It embodies a blend of qualities and skills that are crucial for steering an organization or group towards success. At its core, leadership is about inspiring and influencing others positively, fostering a shared vision, and facilitating collaboration and innovation.

The key qualities of an effective leader, as highlighted in the passage, include charisma, empathy, and strategic thinking. Charisma is the magnetic quality that draws people to a leader, inspiring trust, admiration, and loyalty. An effective leader with charisma has a natural ability to engage and motivate others, leading by

example and instilling a sense of purpose and passion in their team. For instance, leaders like Steve Jobs and Oprah Winfrey exemplify charismatic leadership through their ability to inspire and captivate audiences, driving their respective organizations towards unparalleled success.

Empathy is another essential quality that effective leaders possess. It involves understanding and sharing the feelings and perspectives of others, fostering open communication, trust, and collaboration. A leader who demonstrates empathy is attuned to the needs and concerns of their team members, providing support, guidance, and encouragement when needed. For

example, a manager who empathizes with an employee's challenges and offers personalized solutions demonstrates empathetic leadership, building a more cohesive and resilient team.

Strategic thinking is the ability to analyze situations, anticipate challenges, and develop long-term plans and solutions. Effective leaders with strategic thinking skills have a comprehensive understanding of their organization's goals, market trends, and competitive landscape. They make informed decisions, prioritize tasks, and allocate resources strategically to achieve sustainable growth and success. A CEO who devises a forward-thinking business

strategy that anticipates industry shifts and positions the company for future opportunities showcases strategic leadership.

Ethical decision-making is a fundamental aspect of effective leadership, as emphasized in the passage. Leaders who prioritize ethical considerations in their decision-making processes uphold integrity, trustworthiness, and accountability. They consider the broader impact of their actions on stakeholders, society, and the environment, ensuring alignment with ethical principles and values. Ethical leaders inspire confidence and loyalty among their team members, fostering a

culture of transparency, fairness, and ethical conduct within the organization. For instance, a leader who refuses to compromise on ethical standards, even in challenging situations, earns respect and admiration from colleagues and stakeholders, reinforcing the organization's reputation and credibility.

Based on these qualities and principles, a suitable title for the passage could be "The Essence of Effective Leadership : Inspiring Vision, Ethical Integrity, and Strategic Excellence." This title encapsulates the core elements discussed in the passage, emphasizing the importance of inspirational leadership, ethical decision-making, and

strategic thinking in achieving organizational success and sustainability.

(a) Answer the following questions :

(i) Define leadership according to the passage. 2

(ii) Discuss the key qualities of an effective leader mentioned in the passage. Provide examples for each quality. 2+2

(iii) How does ethical decision-making contribute to effective leadership, as per the passage ? 2

(iv) Propose a suitable title for the passage and justify your choice. 2

- (b) Find words/phrases from the passage which mean the same as the following : 6

- (i) Command
- (ii) Understanding and sharing feelings
- (iii) Tactical
- (iv) Moral judgment
- (v) Cohort
- (vi) Importance

- (c) Make sentences of your own with the following words/phrases from the passage : 4

- (i) Inspiring

- (ii) Charisma
- (iii) Strategic thinking
- (iv) Ethical decision-making

2. Write short notes on any *two* of the following : 2×5=10

- (i) Time management techniques for professionals
- (ii) The significance of effective communication in the workplace
- (iii) Strategies for conflict resolution in a team setting
- (iv) Importance of continuous learning and skill development in a career.

3. (i) Fill in the blanks with a/an, the or no article : 5

___ bigger _____ challenge, ___ more rewarding _____ outcome tends to be. ___ challenge tests ___ limits of ___ person's abilities and pushes them to excel beyond _____ ordinary. In _____ professional context, challenges are _____ driving force for innovation and growth.

- (ii) Rewrite the sentences below beginning with the words given below : 5

(a) Employees must attend the training session on cybersecurity.

It is

- (b) The team achieved remarkable success despite the odds.

Despite

- (c) The company will implement new policies next month.

New policies

- (d) You should review the contract before signing it.

Before

- (e) The conference was postponed due to unforeseen circumstances.

Due to

4. Write a letter to a friend about your experience attending a professional development workshop. Discuss :

- The topics covered during the workshop

- Your key takeaways and learnings
- How the workshop has impacted your professional growth

Write approximately **150** words.

10

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