

TALHA HAMEED

14526

BJ (SE)

Section 1 AD

TALHA 14526

QUESTION No. :- 1

ANSWER :-

Simply emphasizing the vision may not provide sufficient motivation. A leader should have a good understanding of his team - this will enable him to know what motivates them. An example of motivation may involve providing a comfortable cafeteria or a break room with comfortable furniture and lots of white boards where employees can relax and brainstorm together.

The aviation industry has been among the worst hit by the outbreak, which has dented travel demand and forced

TALHA 14526

major airlines to lay off staff and seek government bailouts. State airlines Emirate and Etihad have operate limited, mostly out bound service from the united Arab Emirates since grounding passenger flight in march.

Maintaining staff Salaries:-

The impact of covid-19 has had a significant impact on the airlines and tourism sectors including fly dubai. The airline has had to adapt to this fast evolving situation and to protect employment has taken the decision to reduce the salaries of employees for a 3-month period.

QUESTION NO: 2ANSWER:-

As a manager you probably fulfill many different roles everyday for instance as well as leading your team and you may find your self representing your department at a board meeting etc etc.

The problem which the manager facing to see new a day is corona virus and how it protect them selves and other from it

to Mintzberg management roles teaches a manager

of any company or airlines to flight through this pandemic

And the roles have 3

different categories.

ANSWER NO = 2

1. Interpersonal Category:

1. Fingerthead.

2 leader

3 Liaison.

2. Informational Category:

1. Monitor.

2 Disseminator.

3. Spokesperson.

3. Decisional Category:

1. Entrepreneurs.

2. Disturbance Handler.

3. Resource Allocator.

4. Negotiator.

As a manager, you probably fulfill many different roles every day.

For instance, as well as leading your team, you might find yourself resolving a conflict, negotiating new contracts, representing your department at a board meeting, or approving a request for a new computer system.

In this article you will be examine these roles and see how you can use your understanding of them to improve your management skills.

These are then roles which are categories in following:

The ten roles are;

1. Figurehead
2. Leader
3. Liaison
4. Monitor
5. Disseminator
6. Spokesperson
7. Entrepreneur
8. Disturbance Handler
9. Resource Allocator
10. Negotiator

1. Figurehead:-

Figurehead represents their teams. If you need to improve or build confidence in this area, start with your image, behaviour and reputation. Cultivated humility and empathy, learn how to set a good example at work and think how to be a

a good role model.

2. Leader:-

This is the role you spend most of your time fulfilling. To improve here, start by taking quiz, How Good are Your leadership skills? This will give you a thorough understanding of your current abilities.

Next, learn how to be an authentic leader so your team will respect you. Also focus on improving your emotional intelligence this is a important skill for being effective leader.

3. Liaison:-

Managers must communicate with internal and external contacts. You need a to be able to network effectively on behalf of your organization.

To improve your liaison

skills, work on your professional networking techniques. You may also like to take your our Bite-Sized Training course on Networking skills.

4. Monitor:-

To improve here, learn how to gather information effectively and overcome information overload. Also, use effective leading strategies, so that you can process material quickly and thoroughly, and learn how to keep up-to-date with industry news.

You also monitor your team, in terms of both their productivity and their well being.

5. Disseminator:-

To be a good disseminator you need to know how to share information and outside ~~engaging~~.

views effectively, which means that good communication skills are vital

Learn how to share organizational information with;

- Team Briefings.
- Writing skills improvement.
- Communication skills quiz.

6. Spokesperson:-

Managers represent and speak for their organization. You're responsible for transmitting information about your organization and its goals to the people outside it.

If applicable to your role you know how to:

- Represent your organization at a conference.
- Read our articles on delivering great presentations.
- Working with media.

7. Entrepreneur:-

To improve here, build on your change management skills and learn what not to do when implementing change in your organization. You'll also need to work on your problem solving and creativity skills, so that you can come up with new ideas, and implement them successfully.

In short it means;

- Solving problems.
- generating new ideas.
- Implement those ideas.

8. Disturbance Handler:-

In this role you need to excel to conflict resolution and know how to handle team conflict. It's also helpful to be able to manage emotion in your team. You also need to

help mediate disputes with in it.

9. Resource Allocator:-

You'll also need to determine where organizational resources are best applied. This involves allocating funding, as well as assigning staff and other organizational resources.

Learn how to ;

- manage a budget.
- cut costs.
- prioritize.

You can also use **VRIO** Analysis to learn how to get the best result from the resources available to you.

10. Negotiator:-

Improve your negotiation skills by learning about Win-Win Negotiation and Distributive Bargaining.

You might also want to read our article on role-playing. This technique can help you prepare for difficult negotiations.

You may also need to take part in and direct, important negotiations within your team, departments, or organizations.

QUE NO = 3ANSWER :-* CONCEPTUAL SKILL :-

Conceptual Skill is the ability to view the organization as a whole and as a total entity as well as a system comprised of various parts and sub system integrated into a single unit. This skill is specially crucial for top level executives who must keep the whole airlines system under focus. They must know how each unit of airline is doing their job to flight out COVID-19.

* INTER PERSONAL SKILL :-

inter personal skill is the ability to work with others people in

a co-operative method manner during this pandemic. It involve understanding, patience trust and genuine involvement in interpersonal relationship.

These are interpersonal skill and are necessary at all level of management people with good interactive interpersonal skill built trust and cooperation as they motivate and lead and thus become successful managers of airlines whom tackle covid-19.

TECHNICAL SKILLS:-

These skill basically involve the use of knowledge methods and techniques in performing a job effectively. And in an airline during this time of pandemic an airlines shall

have this time a complete
 term of medicine when deal
 the people so no one is
 effected of the virus.

* Political Skills:

Political skill can
 be describe as the ability
 to get your own way
 without seeming to be selfish
 or self oriented. It is the
 ability of get your share
 of power and authority and
 use it without fearing of
 losing it. It is the most comple
 of skill in the sense that
 it is required for establishing
 the right connecting and
 impressing the wright people and
 then skillful these connection
 in the betterment of
 our lives

TALHA US26

Ques No: 4

ANSWER:

The decision is to make airlines decentralized. As the company works in different regions and will have a lot of employees, it is very difficult to maintain such a structure with a centralized design where only one manager takes all the decisions. The decision comes from top to bottom by layers. In this way, there is no time for the manager to communicate or to gather all the information about a specific task and cannot cope with this situation. By making the company decentralized, there are different managers for different resources and hence

TALHA 14526

to use them which minimize
the pressure and also there
are new people to handle
and to react to change and
the company can make its
way to adopt to change
easily.

Ques No :- 5

Ans :-

The first step in decision making is to identify the problem and strategic issue that requires the decision making. In our case the problem is covid-19.

Now the problem is the safety of people and how they can use services in this lock down.

* Second step is to specify a criteria on the basis of which the decision is to be made. In case of covid-19 the criteria is to increase health check-up provide transport from house to airport and back to house and also safety gear.

* Third step is to identify alternative as possible solution like increase in price as people can not earn in this pandemic etc. The alternative are not feasible should be eliminated

* Fourth step is to perform relevant information analysis. In this step the decision maker is to analysis relevant cost and generated revenue also he predicts the fluctuation in these rates

* Fifth step is based on the relevant cost and revenue analysis choose the best alternative.

* In the sixth and final step the manager evaluates the performance of the implemented decision as a basis for feedback to a possible reconsideration

of this decision as it
relates to future decision.
He analyse it & continually
for my improvement.