



**UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

Graduate Success Attributes

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UHMT1012-40

## **INDIVIDUAL ASSIGNMENT 4**

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Task: Write an original report (with proper formatting) to discuss at least 3 skills/attributes that you see will help you succeed in your study and in life after graduation.

To be honest, going into the first weeks of university, I felt that this Graduate Success Attributes course was pointless as I have many other courses that need way more attention and time to put into. However, I felt that this course is highly needed for any student to take. It has taught me many new skills that I needed to become a better person or employee in the industry. These skills can be very useful and helpful for me to use after graduating. There are many of them but the four skills that I feel that can benefit me the most include communication skills, teamwork skills, and last but not least leadership skills. Let's go over them one by one and see how it has shaped me to become a better person.

First of all, communication. I feel that communication is an essential skill or trait to have in any person. This can be anything related such as communicating between family members, in relationships with your partners, friends, and most importantly communicating in a work environment. I can still remember a time when I almost lost a group of friends due to some miscommunication of exchanging words. I would not want to get into proper detail on what happened but let's just say I intended to say sentence A but they took it the wrong way and thought I meant sentence B which was way worse than what it seemed. We ended up not talking for a few months till we let our ego down and confronted each other to settle the problem. This shows that we need proper communication skills and I feel that now with the skills I gained from this course, I can be more comfortable and choose the right words when having a conversation. Having great communication skills is also key to getting employed in the future. Imagine hiring someone who cannot talk to a bigger audience or will just keep quiet in an important meeting. Hence, having communication skills is definitely one of the best things to have in someone's life and I am glad I have gained that knowledge through this course and it can help me in life in the future.

Secondly, teamworking skills. I cannot stress it enough that having good teamwork in a group project is key to success. To be good at teamworking, one must possess the ability to communicate, listen, adapt, and share. When a group of people work together cohesively, the project or task can be completed easily without any fuss or problems. One good example of good teamworking is in my group for Technology & Information Systems course. We are from a group of 5 and have since completed all of our tasks and assignments in a very timely manner. We often collaborate well, cooperate as well as contribute to the tasks equally and get very high praises from our lecturer. This shows that teamworking is very important in completing heavy tasks. Without any teamwork, miscommunications often occur and can damage the relationship in that certain group. Furthermore, teamworking is also very key in a work environment. "Able to work in a group environment" is often the description written in a job application portal which shows that employers truly appreciate those who have good teamworking skills that can enhance team performances. A quote that I learnt from this particular topic in this course is that "Successful

people build each other up. They motivate, inspire, and push each other. Unsuccessful people just hate, blame and complain". I strive to live by this in order to motivate myself to become a better person with better teamworking skills.

The last skill that I feel that I benefitted the most from this course is having leadership skills. Leadership can be seen as a process where an individual influences a group of other people to achieve a common goal. Leaders focus more on people, they motivate others and also build a good bond between other people in a group. Being a leader does not necessarily translate into being a good one. Personally I had my fair share of experiences with good and bad leaders in a group. I, too, have been a leader on many occasions. Through this course, I have learnt there are many styles of leadership. For example, autocratic, democratic, transformational, and charismatic leaderships. Personally, I see myself as very situational. I can be very autocratic, democratic, and charismatic all at the same time! I am someone who can be very vocal in a group in assigning tasks and help them when in need. For example, I always assign tasks to a group when the task is given to us. This makes the flow of the task easier and I can keep track of those who need help. I will also ask them from time to time on the progress of the task and motivate them to do better. This leadership topic in this course has also taught me habits and qualities of a true leader that I can learn to use in the future such as providing continuous feedback, considering many different opinions, and being more creative in searching for more solutions. All in all, having good leadership skills is key to making a group or a team or even a country successful and I am glad to have learnt those skills through this course.

In conclusion, I have learnt many new skills and improved the skills that I already possess through this Graduate Success Attributes course. These skills can help me to further my experience and succeed in the future either in my career life or even my personal social life. I hope that I can apply these wonderful skills more in my daily life and after I graduate from UTM.