

PARUL UNIVERSITY
FACULTY OF SOCIAL WORK
MSW/HRM, Winter 2018-19 Examination

Semester: 2
Subject Code: 10293151
Subject Name: Soft Skills - II

Date: 4/12/2018
Time: 10:30 am to 1:00 pm
Total Marks: 60

Instructions:

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.
4. Start new question on new page.

Q.1 A) Objective Type Questions (Any 12 out of 14) (½ Mark Each)**(06)**

1. Which color of dress you should need to avoid during wedding?

a) Black	b) Red
c) Pink	d) Blue
2. What type of necklines aren't acceptable for a job interview?

a) Long Necklines	b) Heavy Necklines
c) Plunging Necklines	d) Narrow Necklines
3. Interpersonal Skills are strongly associated with?

a) Artificial Intelligence	b) Emotional Intelligence
c) Real Intelligence	d) Permanent Intelligence
4. Which one includes the Interpersonal Skills?

a) Writing Skills	b) Reading Skills
c) Verbal Communication	d) Artificial Skills
5. Intrapersonal Skills is also known as?

a) Emotional Intelligence	b) Natural Intelligence
c) Artificial Intelligence	d) Personal Intelligence
6. Intrapersonal Skills includes?

a) Self Confidence	b) Stress
c) Depression	d) Less confidence
7. Time Management is also related to?

a) Setting of Priorities	b) Family Management
c) Project Management	d) Behavior Management
8. The motto of "Time Management" is?

a) Get Organized	b) Get Disorganized
c) Get Motivated	d) Get Irregular
9. What is the reason for people's actions, desires and needs?

a) Motivation	b) Function
c) Agreement	d) Disorientation
10. 'Ego' is a part of?

a) Human Behavior	b) Social Behavior
c) Animal Behavior	d) Natural Behavior
11. Technological Thinking Uses?

a) Knowledge gained from an external source	b) Knowledge gained from an internal source
c) Outside Influences	d) Inside Influences
12. Prioritize is a/an?

a) Noun	b) Adjective
c) Adverb	d) Verb
13. 'Critical Thinking' is a?

a) High Skill	b) Medium Skill
c) Large Skill	d) Soft Skill
14. Thinking critically is the accumulation of?

a)Knowledge

b)Sources

c)Roots

d)Problems

Q.1 B) Answer the following questions in brief (Any 3 out of 4) (3 Marks Each)

(09)

1. Mention any three ways to speak clearly to individuals and groups.
2. Define "Persuasion". Why we need 'Persuasion' in communication?
3. How one can develop an action plan?
4. Define 'Progress'. How one can measure it?

Q.2 A) Objective Type Questions (Any 12 out of 14) (½ mark each)

(06)

1. What is the full form of CPD?
a)Continuing Professional Development
b)Continuing Personal Development
c)Continuing Proactive Development
d)Continuing Principle Development
2. "Defining a problem" involves?
a)Goals
b)Motivation
c)Transformation
d)Orientation
3. "Agreement" needs to be
a)Documented
b)Evidenced
c)Transformed
d)Disturbed
- 4.Implementation is related to the?
a)Planning
b)Travelling
c)Cancelling
d)Rejecting
- 5.The full form of 'RCA' is?
a)Root Cause Analysis
b)Root Confirm Analysis
c)Root Clause Analysis
d)Root Casual Analysis
- 6.Who divided 'Inferences' into three kinds?
a)Charles Louis
b)Charles Sanders Peirce
c)Charles Elizabeth
d)Charles Sanders Goethe
- 7.Understanding People's needs is a?
a)Personal Skills
b)Professional Skills
c)Psychological Skills
d)Philosophical Skills
- 8.Thinking Maps are generally used in?
a)Primary Education
b)Secondary Education
c)Both
d)None
9. What type of hair style is approachable during the time of Interview?
a)Pinned up hair
b)Dishevelled hair
c)Open hair
d)Straight hair
10. Which Reasoning reaches conclusions through the citation of examples?
a)Deductive Reasoning
b)Inductive Reasoning
c)Causal Reasoning
d)Persuasive Reasoning
11. The process of making sense of things around us is?
a)Reasoning
b)Identifying
c)Selecting
d)Rectifying
12. Which Reasoning derives specifics from what is already known?
a)Inductive
b)Persuasive
c)Logistic
d)Deductive
- 13.Which Reasoning argues to establish a relationship between cause and effect?
a)Logistic
b)Direct
c)Causal
d)Psychological
- 14.What are flaws within the logic or reasoning of an argument?
a)Discussion
b)Pathetic
c)Fallacies
d)Words

Q.2 B) Answer the following questions in brief (Any 3 out of 4)

(09)

- 1.What are “Thinking Maps”?
- 2.How you can identify and define a problem?
- 3.Mention any three ways of improving critical thinking.
- 4.How you will recognize the need of others?

Q.3 A) Objective Type Questions (Any 6 out of 7) (1 mark each)

(06)

- 1.Being Assertive can also help boost your?
a)Self-esteem
b)Self-confidence
c)Self-judgment
d)Self-conflict
- 2.In a relationship, what is an important thing?
a)Assertiveness
b)Selfishness
c)Cruelness
d)Passiveness
- 3.Problems arise in many?
a)Shapes and forms
b)Scale and quantity
c)Sizes and strengths
d)Quality and quantity
- 4.Planning is also related to?
a)Implementation
b)Questioning
c)Identifying
d)Answering
- 5.Knowledge is a part of?
a)Critical Thinking
b)Casual Thinking
c>Careful Thinking
d)Careless Thinking
- 6.Actual steps needs to be?
a)Concrete
b)Reliable
c)Sharp
d)Useful
- 7.Primary and Secondary Education are generally used in?
a)Thinking Maps
b)Identifying Maps
c)Decorating Maps
d)Marking Maps

Q.3 B) Answer the following questions in brief (Any 3 out of 4)

(09)

- 1.Write any three ways of developing problem solving skills.
- 2.How you will analyze the potential causes?
- 3.How you can understand ‘Reasoning’ through ‘Assumptions’?
- 4.What is ‘Outcome’? How ‘Outcome’ is different from ‘Feedback’?

Q.4 A) Objective Type Questions (Any 3 out of 4) (2 Marks Each)

(06)

- 1.Get Organized is also the motto of?
a)Time Management
b)Skill Management
c)Dress Management
d)Life Management
- 2.Which one is a person’s sense of self-esteem or self-importance?
a)Id
b)Behaviour
c)Super Ego
d)Ego
3. “Grooming” is also a part of?
a)Personality
b)Attitude
c)Behaviour
d)Conflict
- 4.Analysis leads to?
a)Extreme Knowledge
b)Proper Judgment
c)Less Knowledge
d)No Judgment

B) Answer the following questions in brief (Any 3 out of 4)

(09)

- 1.Discuss the different types of ‘Reasoning’ with appropriate examples of each.
- 2.Compare and contrast between ‘Interpersonal’ and ‘Intrapersonal’ Skills.
- 3.Why clarity in ‘Speaking’ is an important thing?
- 4.What is ‘Personal Development’? Why we need it?