

SEAT No. _____

No. of Printed Pages : 02

[6]

Sardar Patel University

TYBA: SEM-V (CBCS) (REG. & NC)

UA05AEPS21 – Personality Development and Soft Skills-I

Thursday, December 24, 2020, Time: 10:00am to 12:00pm

Total Marks: 60

Q 1. Attempt the Following Multiple Choice Questions.

(20)

1. _____ is the full form of CD-ROM.
 - a. Computer disc-read-only memory
 - b. Compact disc-read-only memory
 - c. Content disc-read-only memory
 - d. Close disc-read-only memory
2. _____ is an important tool in assessing the effectiveness of communication.
 - a. Summary
 - b. Follow-up
 - c. Feedback
 - d. Introduction
3. _____ allows several people to use the same software simultaneously to create document, keep track of project, route messages, and manage deadline.
 - a. Intrapersonal
 - b. Groupware
 - c. Interpersonal
 - d. Extrapersonal
4. A _____ is a formal meeting in which experts on a particular subject domain have discussion about certain topic in that domain.
 - a. Seminar
 - b. Symposium
 - c. Conference
 - d. Presentation
5. _____ is the full form of PDA.
 - a. Personal Digital Assistants
 - b. Professional Digital Assistants
 - c. Personal Digital Association
 - d. Professional Digital Association
6. _____ is a method for creating a variety of ideas and perspectives.
 - a. Brainstorming
 - b. Delphi Technique
 - c. Nominal Group Technique
 - d. None
7. _____ is a more complex and time-consuming alternative in group decision-making.
 - a. Delphi Technique
 - b. Nominal Group Technique
 - c. Brainstorming
 - d. None
8. The _____ technique restricts discussion or interpersonal communication during decision-making process.
 - a. Delphi Technique
 - b. Nominal Group Technique
 - c. Brainstorming
 - d. None
9. The first step in Communication cycle is _____.
 - a. Message
 - b. Encode
 - c. Accessibility
 - d. Formulation
10. Which of the following means old fashioned; after the manner of ancients?
 - a. Antique
 - b. Ancient
 - c. Attic
 - d. Distinct
11. _____ means Fain.
 - a. Frank
 - b. Courage
 - c. Gladly
 - d. Quality
12. Which of the following means Legal?
 - a. Judicial
 - b. Judicious
 - c. Junction
 - d. Juncture
13. Which of the following means Clever?
 - a. Ingenuous
 - b. Ingenious
 - c. Ingenuous
 - d. Ingenuous
14. Momentous means _____.
 - a. Very Important
 - b. Relinquish
 - c. Frank
 - d. Bloody

[1]

(P.T.O.)

15. _____ means Mettle.
 a. General law b. Chief c. Guide d. Quality
16. Principal means _____.
 a. Imperious b. Chief c. General Law d. Cunning
17. Which of the following means Industrious?
 a. Hard-working b. Motionless c. Brandish d. Bloody
18. Feign means _____.
 a. Courage b. Pretend c. Advice d. Depravity
19. Which of the following means Canvass?
 a. a rule b. an assembly of leaders
 c. to request vote d. advice
20. Which of the following means stationary?
 a. Writing materials b. Motionless c. Brandish d. Bloody

Q.2 Define Group discussion and elaborate in detail various features of successful organizational group discussion.

OR

(15)

Q.2 Discuss in detail the negative impact of technology-enabled communication.

Q.3. Short Question ANY FIVE out of TEN

(25)

- 1) Using Persuasive Strategies in Group Discussion
- 2) Group behaviour
- 3) Brainstorming
- 4) Objectives of Self-development
- 5) SWOT analysis
- 6) Turn-taking Strategies in Group Discussion
- 7) Importance of Communication
- 8) Applications of the Internet
- 9) Videoconferencing
- 10) Advantages of Instant Messaging

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