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**BTECH**  
**(SEM I) THEORY EXAMINATION 2021-22**  
**SOFT SKILL**

**Time: 3 Hours****Total Marks: 100****Note:** Attempt all the Sections.**SECTION A**

- 1. Attempt all the questions in brief. 2 x 10 = 20**
- Define adjective with a suitable example.
  - What do you mean by the term “Proxemics”?
  - Define interpersonal communication.
  - Write any two objectives of interjecting.
  - What is speed reading? Explain briefly.
  - Define Kinesics.
  - What do you mean by the term “Time Management”?
  - What do you mean by coherence in the context of debate and discussion?
  - Convert the following sentences into corresponding passive voice-
    - Every boy told a lie.
    - They will do the work.
  - Define attitude.

**SECTION B**

- 2. Attempt any three of the following: 10 x 3 = 30**
- Explain the steps of persuasion.
  - Describe the paralinguistic features of Voice-Dynamics.
  - Fill in the blanks as per the instructions given-**
    - A black and a white cow ..... grazing in the field. (is/ are)
    - Bheem was a glutton,..... (provide a suitable question tag)
    - The river was in spate and it ..... (Overflown/Overflowed)
    - Neither Gudesh nor her friends ..... going to the party (was/ were).
  - Define the following with a suitable example-**
    - Adverb
    - Pronoun
    - Hyphen
  - Explain the qualities of a leader in detail.
  - Differentiate between Group Discussion and Debate in the light of their objectives.

**SECTION C**

- 3. Attempt any one part of the following: 10 x 1 = 10**
- Identify and explain the skills required for effective interpersonal communication with special reference to Emotional Intelligence, Attitude, Responsibility, Empathy & Listening skills.
  - Explain what is Presentation and construct its various methods.
- 4. Attempt any one part of the following: 10 x 1 = 10**
- What is “Teamwork”? Explain the various stages of team development with the help of an example.



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- (b) **Do as instructed-**
- (i) Define prefix and suffix with one example each.
  - (ii) Rahul asked me, "Did you watch the movie last night?" (Convert into indirect speech)
  - (iii) I came by an **early** flight. (identify the part of speech)
  - (iv) What is a 'comma'? explain briefly with an example.
  - (v) I have been suffering from fever since last night. (Identify the tense)
  - (vi) Congratulations .....your new job. (for/on)
  - (vii) What is the use of passive voice?
  - (viii) There is friendship between him and ..... (her/ she)
  - (ix) He speaks English..... (good/ well)
  - (x) Write two nouns which are also verbs.

**5. Attempt any *one* part of the following: 10 x 1 = 10**

- (a) Justify the statement "Any skill might get obsolete but Communication Skills".
- (b) What is an interview? Explain in detail with its types and objectives.

**6. Attempt any *one* part of the following: 10 x 1 = 10**

- (a) Explain Attitude, Beliefs, Values, and Behaviour with reference to persuasion and negotiation.
- (b) Why do you think confidence, clarity and fluency are instrumental for effective public speaking?

**7. Attempt any *one* part of the following: 10 x 1 = 10**

- (a) **Do as instructed-**
  - (i) Write one synonym each of **baffled** and **shiny**.
  - (ii) Write one antonym each of **arrogant** and **tardy**.
  - (iii) He is ..... University Professor. (a/an)
  - (iv) Romeo said to Juliet I like you very much. (provide suitable punctuation marks.)
  - (v) I wish I ..... a bird (was/ were).
- Rewrite the following sentences correctly**
  - (vi) If you will study hard then you will qualify the exam.
  - (vii) The teacher said that the earth was revolving round the sun.
  - (viii) Hindus practice idolatry, do they?
  - (ix) I went to the party with my aunt and cousin sisters.
  - (x) I asked him to run fastly.
- (b) Describe negotiation along with its various approaches.