

UNIT - III

UNIT - IV

6. (a) Define soft skills. How these can be developed? 16
- (b) Describe misconceptions about soft skills.

8. What is reading efficiency? How will you improve reading efficiency? 16
9. What are the objectives of Interviews? 16

7. (a) Form the words from the following prefixes 16

Mono Multi Re en

- (b) Form the words from the following suffixes

..... less, ful, ess, dity

- (c) Illustrate the meaning of the following words

Loose, lose, breaks, brakes - duel, duel, - accept, except

- (d) Give the **one** word substitute for the following .

(i) Absence of government

(ii) One who does not believe in the existence of God.

(iii) The life history of a person written by himself

(iv) Government by people