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M – 1592

Reg. No. : .....

Name : .....

**Fifth Semester B.A./B.Sc./B.Com. Degree Examination, December 2021**

**First Degree Programme under CBCSS**

**Home Science**

**Open Course**

**HS 1551.9 : PERSONALITY AND SOFT SKILL DEVELOPMENT**

**(2018 & 2019 Admission)**

Time : 3 Hours

Max. Marks : 80

**PART – A**

Write very short answers. Maximum two sentences. All questions must be answered. Each question carries 1 mark.

1. Define assertiveness.
2. What is negotiation?
3. What are the skills required to work in a team?
4. Write any two social skills.
5. What do you mean by decision making?
6. What is telephone etiquette?
7. Write any two points to be followed to be safe on the internet.
8. Write any two ways in which self skills can be identified.

P.T.O.

9. What is desire?
10. What is E-learning?

PART – B

(10 × 1 = 10 Marks)

Write short answers not exceeding one paragraph. Answer any **eight** questions. Each question carries **2** marks.

11. What is meant by egocentrism?
12. Body language plays an effective role in social relationships – Justify.
13. Enunciate the qualities required for having a good emotional quotient.
14. What do you mean by etiquette?
15. Differentiate between self confidence and self effectiveness.
16. Enlist the factors influencing personality.
17. Brief on the skills required for a good work environment.
18. What is cross cultural communication?
19. What do you mean by resource management?
20. How can a person be motivated?
21. List the advantages of e-learning.
22. List a few social skills.
23. What do you mean by self rating?
24. How can the development of a good personality be affected?
25. How can new skills be developed in an individual?
26. What are computer skills?

(8 × 2 = 16 Marks)

### PART – C

Write short essays not exceeding **120** words. Answer any **six** questions. Each question carries **4** marks.

27. Throw light on the personal skills required in individuals.
28. Discuss how motivation can improve an individual.
29. Brief on the barriers hindering effective communication.
30. Brief on the qualities of good leaders.
31. Illustrate the importance of interpersonal skills.
32. Write a note on communication and its significance.
33. Discuss the factors influencing good communication.
34. Explain what are resources and how they be effectively managed?
35. Write a short note on the modes to identify self skills.
36. How can personal skills be measured and quantified?
37. Discuss the determinants of personality.
38. What do you understand by changes in personality?

**(6 × 4 = 24 Marks)**

### PART – D

Write essays not exceeding **four** pages. Answer any **two** questions. Each answer carries **15** marks.

39. Justify decision making as an important management skill.
40. Discuss the points to be followed in effectively writing a scientific report.
41. Explain in detail on ways and means to deal with conflict management.

42. Discuss in detail on the soft skills required for performing various social roles most efficiently.
43. Explain in detail the meaning and various dimensions of personality.
44. Elaborate on the management skills required for effective functioning.

**(2 × 15 = 30 Marks)**

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