

BS-CSS KYP FINAL EXAM QUESTIONS

1- In a presentation, you should accept different views of different people, this shows yours.....

a- Openness for criticism

b- Positive attitude and positive acceptance of critical feedback

c- Politeness

2- Ashok speaks well but he does not to express himself in a group, this means.....

a- He need to think about his problem

b- He has overcome his fear

c- He needs to work on interpersonal skills and confidence

3- Jealousy makes the person.....

a- Incapable of appreciating good in others

b- Capable of appreciating others

c- Capable

4- Spending Sometime in planning your day is

a- A waste of time

b- Good as it enables you to utilize the available time productivity

c- Not required as you do things as you wish

5- Short term goals can be accomplished in.....

a- In a short life

b- In a year

c- In few minutes

6- Sneha doesn't like the feedback given by her teacher on her dressing style and started crying. This indicates.....

a- She dislikes the teacher

b- She needs to work on accepting feedback positively

c- she feels ashamed of herself

7- If a team leader communicates positively with his teammates and gets the work done effectively. The person has.....

a- Good vision

b- Good Interpersonal Skills

c- The power to make people work for him/her

8- Preparing a to do list helps you to.....

a- Prioritize your task as per the available time

b- Hand over the tasks

c- know your pending tasks

9- Making right decision means

a- Taking most easy decision

b- Taking decision on the right time

c- Selecting appropriate alternative from the available alternatives

10- Taking responsibility for your actions is a major factor when it comes to workplace ethics. This is

a- Positive behavior

b- Responsibility

c- Accountability

11-is the most important component of making successful Presentation.

a- Preparation

b- Narration

c- Communication

12- Sometimes your imaginary problems give you more stress than real life Does.

a- Disagree

b- Agree

13- When you join a new friend circle. There is nothing wrong in

- a- Hiding your liking
- b- Proudly presenting your talents
- c- Neglecting the questions asked to you

14- When you want to make a better presentation than your team members do, you should.....

- a- Think divergently on the topic
- b- Follow the earlier Presentation
- c- try to be different

15- When you communicate with a person who is not actually present in front of you, you use best of your interpersonal skills.

- a- Agree
- b- Disagree
- c- Can't say

16- Procrastinating or neglecting responsibilities at workplace shows.....

- a- lack of motivation
- b- lack of positive attitude
- c- lack of courage

17- You attend your office on time, This indicates.....

- a- You individually follow the rule
- b- You follow the rule of society
- c- You like your office

18- Dinesh has habit of nail biting when some unexpected problem arise. This indicates that.....

- a- he takes stress very easily
- b- he is weak
- c- he takes everything positively

19- When you join a new friend circle. There is nothing wrong in proudly presenting your talents, because.....

a- all friends must accept your ideas

b- you are accepted to so

c- everybody does not your skills

20- Preparing a checklist of your tasks shows that.....

a- You wish to complete them on time

b- You take tension of completing your tasks

c- You do not remember your tasks

21- You delay the expected action on the things you have planned. This indicates that.....

a- You don't like those activities

b- You do not energy to those things

c- You procrastinate the things

22- You do not try to please everyone all the time, This indicates that

a- You know your limits

b- You know your abilities

c- You know your stress

23- Meera is a group leader who wants complete a very important task. So she has to

a- give them basic idea and wait

b- warn them about the results of not completing this task

c- make her team member listen to each other's views carefully so that they can complete the task effectively

24- In a group discussion, you should be flexible, but

a- you must not put forth what you want to say

b- you must put forth what you want to say

c- you must not think about it

25- I can not do what I or other's expect because the expectation are unrealistic. This indicates

a- Pessimistic attitude

b- Optimistic attitude

c- Unrealistic attitude

26- After assigning priorities of things to be done, what should you do?

a- Delegate your responsibility

b- Start doing the activity

c- Allocate specific time to each activity/ task

27- Right decisions at right time may get hampered due to.....

a- emotional attachments

b- traditional situations

c- rational thinking process

28- Which of the following is the example of sensitive and responsible citizen.

a- It was very crowded bus that day. A lady was standing with her baby and looking for a seat. The passengers started asking the conductor to give her a seat.

b- It was very crowded bus that day. A lady was standing with her baby and looking for a seat. Everybody started looking for a seat for the lady.

c- It was very crowded bus that day. A lady was standing with her baby and looking for a seat. A young boy sitting there got up and offered his seat to the lady.

29- In a presentation, you should accept different vies of different people. This shows your.....

a- Openness for criticism

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30- A presentation satisfies the prime need of _____ on various subjects between either two people or a group of people.

a- communication

b- preparation

c- arguments

31- sameer calls his friend and relatives frequently when he is an office. This Indicate That

a- he like to speak on phone very much

b- he is misusing the company time

32- You visit a dam with your friends. You see there warning signs on the banks of the dam stating that swimming is prohibited. One of your friends suggests that you should take a dip in the water and play some water games. You would.....

a- Go to dam and swim

b- Stop your friends from going to swim

33- In the organization, there is a collective responsibility of completing a given job in a specific time. This is broadly called a.....

a- Plan

b- Vision

c- Goal