

AJAY KUMAR GARG ENGINEERING COLLEGE, GHAZIABAD
Department of AS & H
Pre-University Test

Course: B. Tech.
Session: 2024-25
Subject: SOFT SKILLS
Max Marks: 70

Semester: I
Section: S-11 to S-20
Sub. Code: BAS-105
Time: 3 hrs.

OBE Remarks:

Q.No.	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
CO No.	1	1	2	2	3	4	5	1	2	1	2	3	4	4	5	5	3
Bloom's Level	L1	L3	L3	L4	L6	L2	L1	L6	L3	L2	L5	L5	L5	L2	L1	L4	L3
Weightage CO4: 16										Weightage CO5: 16							

Note: Answer all the sections.

Section-A

A. Attempt all the parts.

(7 X 2 =14)

- Write opposite of adjectives with prefix
i) Attractive ii) Polite
- Find out the differences of the following homophones by using them in sentences: -
i) Incite ii) Insight
- Write two benefits of being an active listener.
- What is Combative Listening?
- What is Spatial method of paragraph writing?
- Give examples of positive gestures.
- How can you give feedback effectively?

Section-B

B. Attempt Any three.

(3X 7=21)

- What are the different types of sentences? Explain them along with examples.
- What are the different speaking styles?
- Fill in the blanks with the correct form of the verb.
 - Most of my friends _____ government employees. (is/are)
 - The level of pain tolerance _____ from person to person. (vary/varies)
 - Either Tina or Rohit _____ telling lies. (is/are)
 - A number of people _____ reported to have fallen sick after drinking the water from the tube well. (was/were)
 - The government _____ criticised by the Supreme Court for their actions. (was/were)
 - No one _____ a greater collection of books than my friend Reeshu. (has / have)
 - This is the place where the accident took place two _____ ago. (year/years)
- Active listening can be attained by following all the stages of listening. Explain all the stages to become an active listener.
- How churning and assimilation reading methods help to improve your grades in examination?

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Section-C

(5 X 7 = 35)

C. Attempt all the parts.

13. Attempt any one part of the following:

(a) What are the different nuances and modes of speech delivery? Explain along with advantages and disadvantages.

(b) What is audience analysis? Write five benefits of analyzing the audience before giving a presentation?

14. Attempt any one part of the following:

(a) Define oral communication. Discuss the advantages and disadvantages of Oral Communication.

(b) Discuss Paralinguistic features of oral communication with suitable examples.

15. Attempt any one part of the following:

(a) What is Eustress and Distress? Explain all the techniques of stress management.

(b) Explain all the ways which are used to give effective response during listening.

16. Attempt any one part of the following:

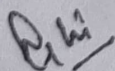
(a) "A good leader opens the path of success for everyone in the organization". Explain all the good qualities of a good leader and how those qualities open the path of success for everyone working in the organization?

(b) How can you maintain good mental health at work place?

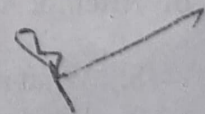
17. Attempt any one part of the following:

(a) Write a paragraph in the deductive method on the topic "ILL HEALTH BEGINS IN MIND" and underline the topic sentence.

(b) Explain all the elements of a letter along with a sample of a letter.



Faculty Sign



HoD Sign