

SOFT SKILLS FROM INDIAN STREETS

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ABSTRACT

If communication is the pre-requisite of "human personality", Soft Skills are the most important requisite of a more desirable one i.e. "humane personality". The authors strongly feel that Soft Skills are essentials of effective communication as they relate to a person's 'EQ' (Emotional Quotient). In the modern era of 'LPG' Liberalization, Privatization and Globalization where 'CCC' Cross Cultural Communication is challenging all the established values of the past. Even in this hour of cultural crisis there are people who believe that "its attitude, not aptitude, that defines altitude of a person" and here lies the importance of Soft Skills which comprises of listening skills, problem solving ability, team player ability, conflict resolution skills, planning and organization, leadership, goal setting, decision making, team building, resource mobilization and allocation, setting priority, motivation skills, art of persuasion, Perseverance, patience, empathy and all those elements of training that require changes in behaviour and thinking.

Youth of any country is always precious for the country. This paper is a genuine approach and sincere attempt to transplant the uprooted youth of this country back to their own soil. The problem of 'brain drain' is discussed widely and frequently from various national and international stages. Undoubtedly case based teaching is preferred in management and engineering environment. This paper is a desperate effort to promote and induct the case citations from Indian soil so that our students may have their education really set in 'Indian Academic Environment'. The ultimate target of the discussion is to develop and promote 'nation loving citizens' committed to serve their motherland at any cost and that is why the paper develops some examples from Indian soil and uses the term 'Indian Street' in its widest possible sense. 'STREET' is used here as an extended metaphor which covers the broad canvas of day to day life, literature, philosophy and spirituality of India. Furthermore the article touches the various set of examples for the discussion of Soft Skills buried in life and literature of Indian sphere.

SOFT SKILLS FROM INDIAN STREETS

Dr Sudhir Narayan Singh*, Dr Rishi P. Jamdagni

"Ignited young minds, we feel, are a powerful resource. This resource is mightier than any resource on the earth, in the sky and under the sea. We must all work together to transform our 'developing India' into a 'developed India', and the revolution required for this effort must start in our minds...."

Preface (p.xvi),

INDIA 2020: A Vision for the New Millennium
(Dr Avul Pakir Jainulabdeen Abdul Kalam and
Dr Yagnaswami Sundara Rajan)
(July 10, 1998)

The applied and employed meaning of the term 'STREET' as used here is symbolic and as an extended metaphor which covers the broad canvas of day to day life, literature, philosophy and spirituality of India. By adopting proper soft skills one may increase the impact of one's personality in society. One can also develop one's personal, social, professional, cultural, philosophical and spiritual approach and so the enhanced Soft Skills are capable enough to groom a person's overall personality. At the same time if the communication is as important as human body the Soft Skills are as important as the soul of that body and without Soft Skills, Communication Skills are mere dead organisms. If communication is the pre requisite of "human personality" furthermore Soft Skills are the most important requisite of a more desirable one i.e. "humane personality". The ultimate target of communication is to get a desired feedback whereas the Soft Skills target feedback in harmony. In the modern era of 'LPG' Liberalization, Privatization and Globalization where 'CCC' Cross Cultural Communication is challenging all the established values of the past. Even in this hour of cultural crisis people believe that "its attitude, not aptitude, that defines altitude of a person" and here lies the importance of Soft Skills. Soft Skills are defined as:

- * Soft Skills are interpersonal skills such as the ability to communicate well with other people and to work in a team.
English Collins Dictionary & Thesaurus
- * Communicating, conflict management, human relations, making presentations, negotiating, team building, and other such ability, defined in terms of

expected outcomes and not as specific method or technique such as statistical analysis.

Business Dictionary

Henceforth it would be safe to draw a conclusion from above definitions that Soft Skills comprise of listening skills, problem solving ability, team player ability, conflict resolution skills, planning and organization, leadership, goal setting, decision making, team building, resource mobilization and allocation, setting priority, motivation skills, wit, humour, empathy and all those elements of training that require changes in behaviour and thinking. Soft Skills play a vital role for professional and personal success. For the enhancement of the personal effectiveness one must try to inculcate Soft Skills meticulously, selectively and effectively.

In order to enhance the effectiveness of selling skills, it would be appropriate to cite an instance related to a hand-fan seller in the remote street of an Indian village. Though it is an exaggeration from the real situation yet it reflects many realities.

There was a street hawker selling hand-made fans, whining always at the top of his voice, "spend two rupees and enjoy fanning rest of your life".

In the same village there was a very rich but rigid young man. When he heard the whining, he called the hawker inquiring surprisingly, "How can hand-made fans last throughout the life?" The hawker said, "Spend two rupees and experience".

He purchased two fans which were broken after a week or so and this was sufficient enough to provide him a chance to give an exposure to his embarrassment in public. After some days the hand-fan seller crossed the street whining in his usual high pitched shrill. The rich man sent for him. He asked angrily, "I took your two fans and see both are broken".

The hawker said, "Sir you must have misused the products. Look! I have been using this fan for the last two seasons".

It was too much for the rich man. He frowned, "Need you tell me how to use a hand-made fan?"

The hawker pleaded, "Sir, sometimes we need to know the use of certain delicate things".

The hawker asked, "Sir, would you please tell me how you used the fan?"

The rich man took one of his fans and moved it vertically and horizontally. The hawker said, "Sir, here lies the misuse."

The rich man retorted, "Now you tell me how I should use this fan. If you could tell me a better way to use, I swear, I will buy all your fans right away."

The skilled hawker sensed a golden selling opportunity to earn handsome money but still sceptically said, "Sir, if you so desire I will tell you the rules but make sure you keep your promise."

The rich man said, "Do you think I am a beggar. The village knows me well."

"Well then", said the hawker, "Sir, hold your fan right against your nose and move your head left and right repeatedly. I promise the fan will last throughout your life."

The rich man remained dumb and had to purchase all the fans for the sake of his honour nonetheless the hawker sold all his fans to a single customer by using his skills of negotiation and persuasion. This exaggerated example has a lot to be noticed for the business students who work in MNCs as sales persons or sales managers. From the field of profession it would be proper to cite one more incident that will simplify the case study of the hawker and the rich man and interpret the other side of selling skills on more realistic grounds which must not be practiced by a person who desires to master Soft Skills.

Mr. A (a customer) buys a shirt from Cotton County. While finalizing his purchase he asks Mr. B (a show room worker) showing a dark colour shirt, "Don't you think its colour will fade? I think so."

"I am not a ferryman. I am sitting in a showroom of one million. If you face any such problem we will change the shirt," replied Mr. B from the counter.

To the surprise of Mr. A the shirt fades in a month or so just after the first or second wash. Mr. A visits the shop with complain but surprisingly this time Mr. A found Mr. B a changed person. Mr. B assumes the tone of an instructor and instructs Mr A, "Sir, you must have washed it in a cheap detergent otherwise the product is genuine. It's a matter of common sense that dark colour clothes fade a little. Believe me. If it fades any more I'll definitely

do something for you. But please, don't wash it in a cheap detergent." By adopting such cheap tactics Mr. B lost a customer forever and more than that he has given an unforgettable and lasting setback to his own customer.

Fables are another treasure house to be explored in order to understand, explain and interpret the complex concepts of Soft Skills like leadership skills, motivation skills, attitude formation, behavioural skills, team building, emotional intelligence, skills of taking calculated risks, speculation, negotiation skills, art of persuasion, patience, forbearance, introspection, perseverance, sharing, empathy etc in the easiest possible way. A fable is discussed here for example:

There was a cat and there was a rat. Both were running. The rat was running to save its life whereas the cat was running to kill the rat. The question to be answered is "who will win?"

Suddenly the rat ran into a hole. Now the cat was waiting outside the hole and the rat was waiting inside the hole. Again the unanswered question is "who will win?"

(Here comes the classical answer "the winner will be one who will be having more patience".)

After waiting for long, the cat moved back and very soon it was caught into a net. Now sensing its security from the outcome of the hustle-bustle of the cat, the rat came out.

(This is the skill of speculation and going for the calculated risk.)

Rat couldn't reach very far from the hole it saw a flying vulture approaching towards it. Sensing the danger and a bigger threat to its life the rat decided to negotiate with the cat. Reaching the cat, rat spoke with exemplary confidence, "you save my life and I will save yours." Having no other option in hand the cat agreed. As the vulture was about to catch the rat, it jumped into the lap of the cat.

Having the prey in hands the cat was very happy but her happiness was momentary as she saw a hunter fast approaching towards the net and that is why the cat was compelled to free the rat. Now it was the rat's chance to reciprocate in this situation by honouring its words but to the surprise of the cat, the rat cut a very small part of thread and takes a round of the net and again after cutting another small thread of the net the rat took five "Pradakinas" (five rounds). This was something that the cat didn't appreciate and was not even prepared for. In its anger and frustration the cat said to the rat, "you are not honouring your

words".

"I have promised you and I will surely keep my words" replied the rat.

"But when...?" enquired the cat "When will its time come?"

"I'll honour my words in time", smarted the rat.

As the hunter was in their closest vicinity rat cut the last thread and ran into the hole. The cat also ran desperately to save itself from the rod thrown by the hunter.

"Mom! Why didn't you cut the complete thread in one attempt as you were capable to do that", asked the rat's son who was waiting for its arrival in the hole since morning.

"Dear son! I am not as fool as your father was", replied the rat patting its baby.

The story owes its origin to *Mahabharata*, but many fables, stories and cases from Indian soil can serve for the examples and case study of Soft Skills and Communication Skills. In this regard we fully agree with the views of Dr Yagnaswami Sundara Rajan who contemplates in the preface of his book *A to Z of Success*:

An excellent exposure to *Mahabharata*, *Ramayana*, *Bible* especially the proverbs, *Prophet Mohammad's sayings*, *Buddhist Jataka tales*, *Jain stories*, *Punch'antra stories*, *Aesop fables*, *Arabian Nights*, stories from many ancient tribes all over the world including India, right from a young age would have given me and a number of persons of my age group enough internal directories to refer to in times of a dilemma....*Amarchitrakatha* cartoon books in many Indian languages filled the gap, remarkably.

A to Z of Success, (p-p: 5-6)

For the enhancement of the effectiveness and attaining excellence in certain areas of Soft Skills the cultural, spiritual, philosophical scriptures provide the best examples. *Mahabharata* projects Shree Krishna as the most effective communicator and at the same time proclaims him the 'paramount of Soft Skills'. He excels as an efficient crisis manager, a great counsellor, as the wisest guide, a sweet lover and also as the most faithful friend and so each and every one seeks his help and feels comfortable in his company. His mere presence was sufficient enough to thrill the enemy and to talk

to him was also a great cause of worry to his opponents.

It is only because of his great communicative ability, softness of the language and sweetenss of behaviour, he is still remembered by his other name Mamoham (a man who attracts the manas i.e. mind of all) and here lies the excellence of communication and perfection of Soft Skills. One of the best examples of his communicative abilities is to be given from *Mahabharata*. Just before the beginning of the great battle when all were ready and the warriors gathered together, seeing men arrayed on both sides for mutual slaughter Arjuna refused to fight. C. Rajagopalachari describes this in the following words:

"He (Arjuna) was deeply agitated and Krishna spoke to him in order to quell his agitation and remove his doubts. Krishna's exhortation to Arjuna at this juncture is the *Bhagavad Gita* which is enshrined in millions of hearts as the words of God, and is acknowledged by all as one of the supreme treasures of human literature. Its gospel of devotion to duty, without attachment or desire of reward, has shown the way of life for all men, rich or poor, learned or ignorant, who have sought for light in the dark problems of life." (*Mahabharata* p. 274)

Here Shree Krishna is to be noticed not only as an effective and persuasive communicator but also as a good counsellor. Arjuna is not ready to fight but being a man from the warrior class it is his duty to fight for the cause of the weak and the sufferers. See the role of Shree Krishna as the effective and strategic communicator. He tries his best to inspire Arjuna by using language as a tool. He uses four tools Gyan Yoga, Bhakti Yoga, Dhyan Yoga, and leading to his most successful newly evolved and simplified tool Nishkam Karma Yoga by applying which he chased Arjuna to change his decision. He obtains his expected positive feed back by encoding a suitable message by adopting a proper channel.

One more incident from *Mahabharata* may serve as a very good example of negotiation skills. Before the beginning of the war of Mahabharata nobody was in the mood of war except one female character Draupadi. She could not forget her humiliation. Each and everyone was preferring peace as the whole race was at the verge of destruction. Even war loving Bhima opted peace. When it was decided that Shree Krishna would go as an emissary of peace, Draupadi was in great turmoil as she was aware of his mastery in the art of negotiation. She was disturbed with the thought that Shree Krishna's visit might avert war. Being

unable to control herself, holding her locks in hand she stood before Shree Krishna and said:

"Madhusudan, look at these tresses of mine and do what honour requires to be done. There can be no peace with honour. Even if Arjuna and Bhima are against war, my father, old though he is, will go to battle, supported by my children. Even my father can keep out. My children with Subhadra's son Abhimanyu, at their head, will fight the Kauravas. I have for the sake of Dharma putra, these thirteen years, suppressed the burning flame of anger within me. I can restrain myself no longer." And she sobbed, remembering the great outrage.

Krishna was moved and consoled her as a skilled psychological counsellor:

"Weep not. Dhritarashtra's son will not listen to my words of peace. They are going to fall and there bodies will be food for wild dogs and jackals. You will live to see us victorious and the insult to you will be fully avenged, and that too, soon." Draupadi was satisfied.
(*Mahabharata* p. 249)

Life itself is a battle and Soft Skills are a must for moving ahead successfully in the battlefield. Mahakavi Tulasi Das describes at one place in his immortal epic *Shree Ram Charit Manas* where in the battlefield Ravana, the devil is fighting from his well protected chariot but the hero of the epic maryada purusottma lord Ram is seen on foot, vulnerable and unprotected. Seeing the danger Vibhishana, his friend was upset. Observing Vibhishana's restlessness Lord Ram consoles him by explaining the power and strength of Soft Skills and says with a matchless and amazing confidence that winning mantra lies not in physical prowess but in bellow mentioned skills:

SAURAJ DHEERAJ TEHI RATH CHAKA
SATYA SEEL DRIDHA DHWAJA PATAKA.
BAL VIVEK DAM PARHIT GHORE
KSHAMA KRIPA SAMATA RATH JORE.
EIS BHAJANU SARATHI SUJANA
VIRATI CHARMA SANTOSH KRIPANA.
DAN PARASU BUDHI SAKTI PRACHANDA
BAR BIGYAN KATHIN KO DANDA.
AMAL ACHAL MAN TRONA SAMANA
SAM JAM NIYAM SILIMUKH NANA.
KAVACH ABHED VIPRA GURU POOJA
EHI SAMA VIJAYA UPAYA NA DOOJA.
SAKHA DHARMAMAYA AS RATH JAKE
JITAN KAH NA KATAHU RIPUTA KE .
(COUPLET 79-80)
(*Shree Ram Charit Manas, Lanka Kand, p.547*)

The above said lines can roughly be translated in the following words. Courage and patience are two wheels of that invincible chariot, truth and good character are firm banners and flags. Power, wit, self-control and helping nature are four powerful horses carefully roped by forgiveness, mercy and egalitarianism. Almighty's prayer is the wise chariooteer. Detachment is the protective shield whereas satisfaction is mighty and powerful sword. Charitable nature is the powerful shovel. Wisdom is towering power. Pious and supreme knowledge is the strongest bow. Purity and firmness of mind is like quiver. Power of self control, non-violence, discipline and lawful justness are various sharp arrows. Worship of Guru (teacher) and Brahmin are non-penetrable armours. There is no other winning mantra than this. Dear Friend! The man, who sits in such a religious chariot, tell me where there is an enemy for such an invincible man to win, it means that for him there exists no enemy to win as his flags of victory are buried deep in the hearts of all.

Many other descent Soft Skills concepts can be descended from the numerous classics of this epic land of *Mahabharata* and *Ramayana*.

Suggestions and Recommendations:

Keeping in mind the dimensions for the strategic growth of the nation, the book *India 2020 A Vision for the New Millennium* recommends to work on the internal strengths in three major areas i.e. the people; the overall economy; the strategic interests and finally the book also suggests a fourth dimension, 'time, as an offshoot of modern day dynamism' in order to meet the authors' vision for the nation:

Nations are built by the imagination and untiring enthusiastic efforts of generations. One generation transfers the fruits of its toil to another which then takes forward the mission. As the coming generation also has its dreams and aspirations for the nation's future, it therefore adds something from its side to the national vision; which the next generation strives hard to achieve. This process goes on and the nation climbs steps to glory and gains higher strengths.

INDIA 2020 A Vision for the New Millennium (p. 21)

Furthermore, in an article entitled 'Advantage Education: Educating India' as the part of 'Northern Business Review' published in a reputed daily news paper namely 'The Times of India' Yasmin Taj writes:

"In the current scenario any individual needs to have the right skills, the right knowledge and the

right attitude to be the right professional."

March 17, 2010 (Wednesday)

The Times of India, Ascent (p.7)

Soft Skills can play major roles in preparing focussed and motivated people with amazing time management, and strategic skills. *The Bhagwad Gita* appeals as a store house of scholarly concepts of Soft Skills and Communication Skills. It is loaded with the examples of the Skills of Negotiation, Persuasion, Motivation and Leadership. It is widely accepted as one of the oldest traditional text ever available on psychological counselling from Indian soil.

Very often our management gurus insist on teaching through the discussions mainly centralized on case study. Most of them feel honoured in discussing cases from western sphere. This practice transplants the very mindset of our teens subconsciously to materialistically richer continents. Physically they remain in India but mentally they found themselves sifted to the other side of the globe and so the need is to generate, cite and discuss examples and cases from home front and Indian sphere to have ignited and nation loving citizens. By discussing cases from Indian soil not only citizens taking pride in national ethos will be created but the problem of brain drain could also be checked up to some extent. Fables of *Panchtantra* by Pt. Vishnu Sharma and *Hitopadesha* by Narayan Pandit are other rich resources for teaching complex concepts of Soft Skills in the simplest possible ways. Their translated versions may also be used for generating cases in order to inculcate some concepts of Soft Skills among the youth in their early teens.

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Introduction:

Education is not only getting degrees, rather it is acquiring life skills. Soft skills are not a matter of classroom study. They are life skills which have to be practiced continuously for better performance. However, these days most of the students are busy in passing exams and moving forward. Even people understand the need of hard skills such as technical training but very few are aware of soft skills.

In fact, soft skills are meant for being a better human being. In the globalized socio-economic scenario, soft skills have become inevitable requirement of the time. This paper attempts to explain the basics of 'soft skills' and 'personality development' and the interdependence of the two concepts. Hence, it addresses some of the most pertinent questions in the minds of a novice in the field.

What is meant by Soft Skills?

Soft skills are not mere communication skills. Soft skills are interpersonal and intra-personal skills. These skills define an individual's 'Emotional Quotient' (EQ) and 'Intelligence Quotient' (IQ). According to André Ilard, "this is a 'package' of skills related to personality development that including social skills, communication and language skills, interpersonal habits, assertiveness, friendliness and optimism that demonstrate the relationship with the other".

Soft skills are generally interpersonal competencies. Soft skills are the emotional sine qua non of psychological survival. Shalini Verma defines soft skills as "learned behavior which requires training and focused application".

P. K. Manoharan referring to soft skills as life skills states that Life-Skills, also known as soft skills, are

the skills necessary for successful living. To get the best out of life, and to become the best you can be, it is necessary to have Life skills. This term 'Life Skills' refers to the psychological, sociological and interpersonal skills. These skills can help people in all respects particularly in making right decisions, communicate effectively, and develop self-management talents, to lead a healthy and productive life.

Is there any need of Soft Skills?

As soft skills are interpersonal skills, they are essential to everybody. It is useful for an individual to demonstrate the maturity of thinking, emotional handling and responding to the people and situations that demands his/her a reaction.

One of the important soft skills is communication skills, and we need it daily routine. Communication skills do not mean just listening attentively and speaking clearly. It is often more about listening with attention, understanding and interpreting body languages, and striving mutually to arrive at possibly agreeable solutions.

Presently, soft skills development has become extremely popular and is being emphasized in various professional courses including MBA, Engineering and civil services examinations and in several competitive, job-oriented courses as well.

What are the Soft Skills Exactly?

This is a quite debatable question. And there cannot be unanimity among the scholars. However, this is a general and inclusive list of points as the common topics in soft skills development.

1. Accountability
2. Adorable Behavior Traits

- 3. Alertness
- 4. Amiability
- 5. Analytical Thinking Skills
- 6. Assertiveness
- 7. Awareness
- 8. Being Considerate and Reasonable
- 9. Body Language
- 10. Catholicity of Character
- 11. Commitment
- 12. Common Sense
- 13. Communication Skills
- 14. Compassion
- 15. Conflict Management Skills
- 16. Counseling Skills
- 17. Courtesy
- 18. Creativity
- 19. Critical Thinking
- 20. Decision Making
- 21. Desire for Self-Discovery
- 22. Duty Consciousness
- 23. Eagerness to Learn
- 24. Etiquettes and Manners
- 25. Fairness in Dealings
- 26. Feedback Skills
- 27. Fellow Feeling
- 28. Flexibility
- 29. General Knowledge and Understanding
- 30. Goal Setting Ability
- 31. Good Attitude
- 32. Good Conversational Skills
- 33. Good Humour
- 34. Good Level of Intelligence
- 35. Grasping Ability
- 36. Group Discussion
- 37. Honesty and Integrity
- 38. Humility
- 39. Idealism
- 40. Impartiality in Dealing
- 41. Innovative Spirit
- 42. Internalization of Criticism
- 43. Interpersonal Relations
- 44. Interviews
- 45. Justice
- 46. Leadership Skills
- 47. Listening Skills
- 48. Mentoring
- 49. Morality
- 50. Motivation
- 51. Negotiation Skills
- 52. Objectivity
- 53. Organizational Skills
- 54. Perception Levels
- 55. Personality Development
- 56. Persuasion Skills
- 57. Positive Reaction to Outward Stimulus
- 58. Presence of Mind
- 59. Presentation Skills
- 60. Problem Solving Skills
- 61. Psychological Stability
- 62. Public Speaking
- 63. Punctuality
- 64. Reasonable and Realistic Beliefs
- 65. Reliability
- 66. Respect for Others
- 67. Self Awareness
- 68. Simplicity
- 69. Sincerity
- 70. Smartness
- 71. Straightforwardness
- 72. Stress Management
- 73. Team Work
- 74. Time Management Skills
- 75. Trustworthiness

What is Soft Skills Development?

Soft skills development is a process of the development of body and mind. Sometimes, it is referred to as personality development. In sociology, sociologists name it as the process of socialization. In this psycho-physical process a person becomes more social and acceptable to the society. As there are individual variations and adaptations in acquisition and delivery these skills are called soft skills. These skills are acquired mostly through social interactions. It is through adjusting the certain personality pattern one gets these skills. The aim of soft skills development is to develop the human personality in a holistic sense, to

make beings more socially refined.

What are the Stages of Soft Skills Development?

Soft skills development is a continuous process of self improvement. Irrespective of age, one can begin it any stage. SWOT analysis is the basic requirement to begin the process of soft skills development. According to B. N. Ghosh there are four sages in the development of soft skills, which are as follows:

1. Learning through formal and informal processes
2. Absorption and rooting in the mind or psyche
3. Demonstration and delivery of the skill
4. Diffusion (spread it and become a resource person and expert in the field)

How to Develop Soft Skills? Are there any Tips for Practicing Soft Skills?

The development or improvement of soft skills needs constant and consistent efforts. Here are some of the advices out of experience:

1. One should identify his soft skill.
2. Once understood your soft skill, one must not stop practicing it.
3. It is always better to either choose a profession according to one's soft skill.
4. There should be full scope for innovations and creativity in the practice of soft skills.
5. Education, family and friends are also important factors in Soft Skills Development.

What is Personality Development?

Personality development is nothing but acquiring life skills, the skills which are required to live life successfully. The word personality refers to an individual's character traits as well. E. Suresh Kumar has stated following eight types of personality:

1. Extrovert
2. Introvert
3. Sensor
4. Intuitive
5. Thinker
6. Feeler
7. Judger
8. Perceiver

Personality development involves one's socio, economic, cultural, geographical and educational

exposure. It reflects the influence of parents, peers, friends and teachers. The type of personality one has depends on the character traits that are more prone to any of the above type. However, there can be many more types of personality. One of the important personality traits is the ability to express oneself clearly, confidently and effectively to the other.

Personality Development by Valerie Simanowitz and Pearce Peter is a significant book on 'personality development'. Especially, the first chapter of the book emphasizes the conceptual history. It examines psycho analytic models of personality development. It begins with Freud's key theories, which initially emphasized psychosexual development and the gratification of needs. It then traces the key historical developments and contemporary psychodynamic theories of personality development, including the theories put forward by Melanie Klein, W.R.D. Fairbairn, D.W. Winnicott, Margaret Mahler, John Bowlby, Heinz Kohut and Daniel Stern.

Conclusion:

In brief, soft skills are life skills. In addition to it, these are personal skills as well. These skills are important for everybody to succeed in life. Communication skill is the basic skill of soft skills. Soft skills development is a systematic, conscious and continuous process. SWOT analysis is the best way to begin with soft skills development. The aim of it is to be a holistic being. This results into personality development.

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$$Q. \quad F(A, B, C, D) = \sum (5, 6, 7, 12, 14, 15)$$

$$d(A, B, C, D) = \sum (3, 9, 11)$$

AB	CD	$\bar{C}\bar{D}$	$\bar{C}D$	CD	$C\bar{D}$	
$\bar{A}\bar{B}$	0	0	X	0		$A+B$
$\bar{A}B$	0	1	1	1		$A+\bar{B}$
AB	1	0	1	1	1	$\bar{A}+\bar{B}'$
$A\bar{B}$	0	X	X	0		$\bar{A}+B$
		$C+D$	$C+\bar{D}$	$\bar{C}+\bar{D}$	$\bar{C}+D$	

$$SOP = CB + D\bar{A}B + ABD'$$

$$POS = B(\bar{A} + C + D)(A + C + D) \equiv$$

22.08.16

UNIT-2

COMBINATIONAL & SEQUENTIAL CIRCUITS

Combinational- Output depends upon input.

Sequential- Output depends upon input as well as memory element.

INP C S

$$0+0 = 0 \quad 0$$

$$0+1 = 0 \quad 1$$

$$1+0 = 0 \quad 1$$

$$1+1 = 1 \quad 0$$

INP B D

$$0-0 = 0 \quad 0$$

$$\Phi - 0 = 0 \quad 1$$

$$0-1 = 1 \quad 1$$

$$1-1 = 0 \quad 0$$

Half Adder- This circuit needs two binary inputs and two binary outputs.

INPUTS

OUTPUT

X Y

C S

0 0

0 0

0 1

0 1

1 0

0 1

1 1

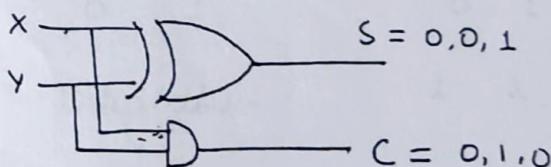
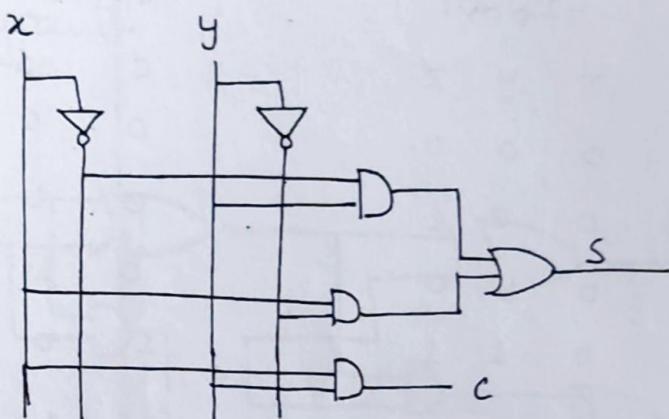
1 0

$$S = \bar{x}\bar{y} + xy (\text{Sum of Minterms})$$

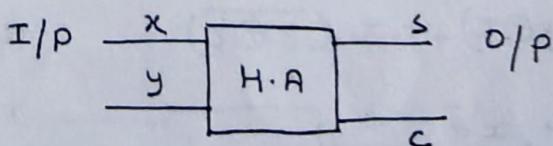
$$S = \bar{x} \oplus y$$

$$C = \bar{x}y$$

Logic Diagram -



Symbolic Diagram -



Full Adder - A full Adder is a combination circuit that forms the arithmetic sum of three bits. It consists of three inputs and two outputs.

INPUT			OUTPUT	
x	y	z	c	s
0	0	0	0	0
0	0	1	0	1
0	1	0	0	1
0	1	1	1	0
1	0	0	0	1
1	0	1	1	0
1	1	0	1	0
1	1	1	1	1

$$S = \bar{x}\bar{y}z + \bar{x}y\bar{z} + x\bar{y}z + xy\bar{z}$$

$$= \bar{x}(\bar{y}z + y\bar{z}) + x(\bar{y}z + y\bar{z})$$

$$S = \bar{x}(y \oplus z) + x(\bar{y} \oplus z)$$

$$S = \bar{x}f + xf$$

$$S = \bar{x} \oplus z$$

$$S = x \oplus (y \oplus z)$$

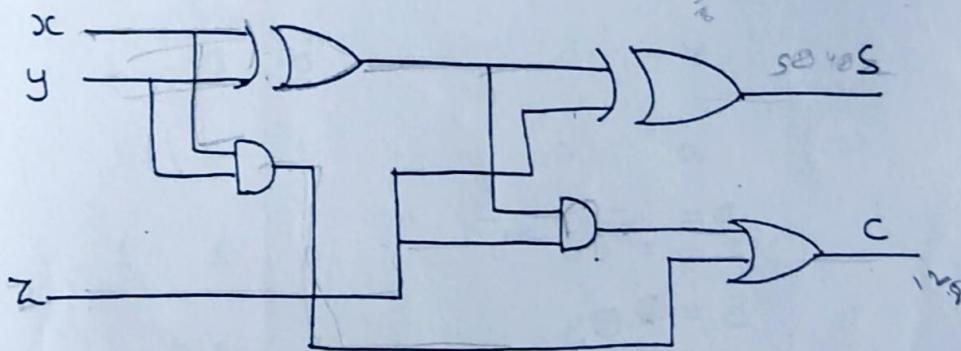
$$S = \underline{x \oplus y \oplus z}$$

$$C = \bar{x}yz + x\bar{y}z + xy\bar{z} + xyz$$

$$C = z(\bar{x}y + x\bar{y}) + xy(z + \bar{z})$$

$$C = (\bar{x} \oplus y)z + xy$$

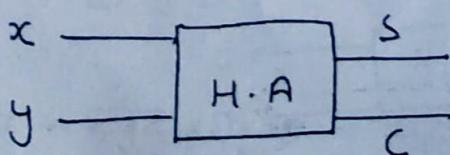
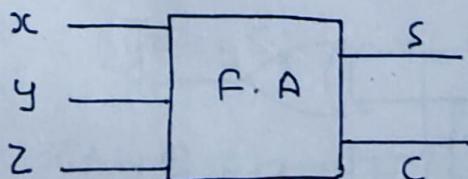
logic Diagram -



$$(9779)_{12} \rightarrow 11$$

Symbolic Diagram -

$$(J^n)_{10} - (J^m)_{10}$$



Half subtractor -

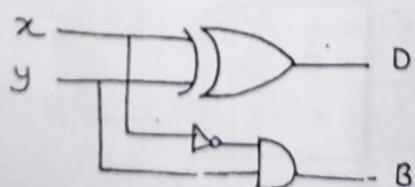
INPUT		OUTPUT	
x	y	B	D
0	0	0	0
0	1	1	1
1	0	0	1
1	1	0	0

$$D = \bar{x}y + x\bar{y}$$

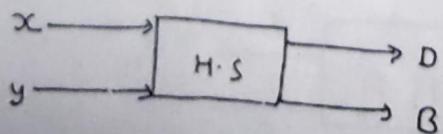
$$D = x \oplus y$$

$$B = \bar{x}y$$

Logic diagram -



Symbolic diagram -



ii - Subtractor -

INPUT			OUTPUT	
x	y	z	B	D
0	0	0	0	0
0	0	1	1	1
0	1	0	1	1
0	1	1	1	0
1	0	0	0	1
1	0	1	0	0
1	1	0	0	0
1	1	1	1	1

$$D = \bar{x}\bar{y}z + \bar{x}y\bar{z} + x\bar{y}\bar{z} + xy\bar{z}$$

$$= \bar{x}(\bar{y}z + y\bar{z}) + x(\bar{y}\bar{z} + yz)$$

$$= \bar{x}(y \oplus z) + x(\bar{y} \oplus \bar{z})$$

$$D = x \oplus y \oplus z$$

$$B = \bar{x}\bar{y}z + \bar{x}y\bar{z} + x\bar{y}z + xy\bar{z}$$

$$= \bar{x}(\bar{y}z + y\bar{z}) + yz(x + \bar{x})$$

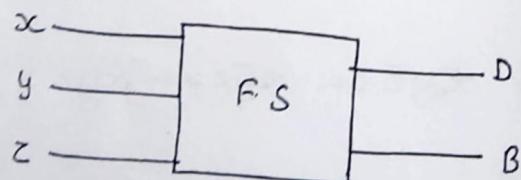
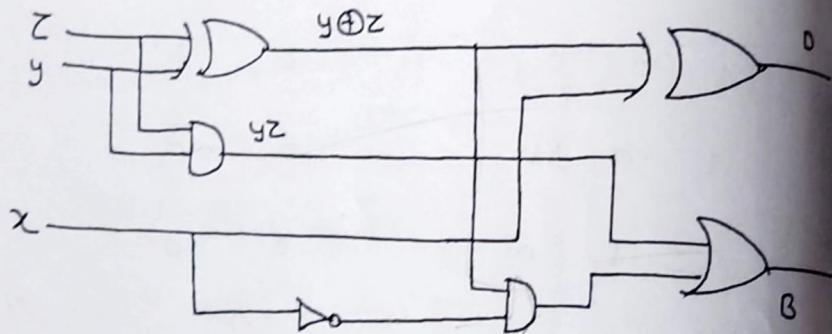
$$= \bar{x}(y \oplus z) + yz$$

OR

$$B = \bar{x}z(y + \bar{y}) + \bar{x}y(\bar{z} + z) + yz(x + \bar{x})$$

$$B = \bar{x}z + \bar{x}y + yz$$

Logic Diagram -



Binary Adder -

Binary Adder

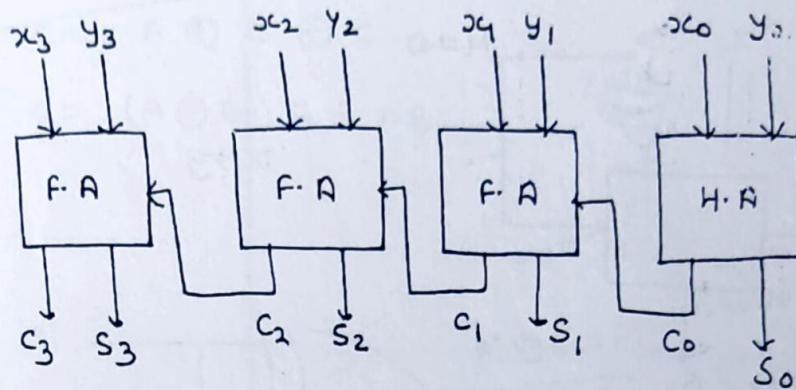
half Adder

and

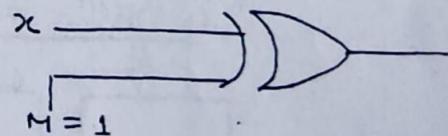
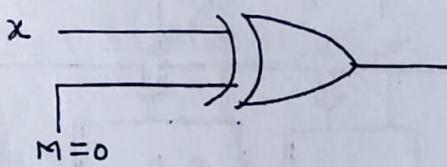
consists one
(n) Full Adder.

		c_2	c_1	c_0	
$x =$	x_3	x_2	x_1	x_0	
$y =$	y_3	y_2	y_1	y_0	
c_3	s_3	s_2	s_1	s_0	
F.A	C.O	C.N	C.N	B.N	

Symbolic Diagram -



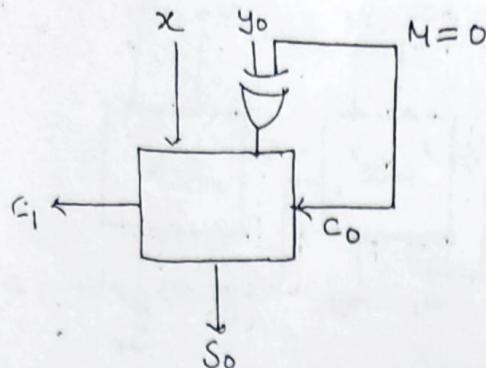
- ❖ when we take '0' It gives the output as as the input.
- ❖ when we take '1' It gives the opposite of the input. i.e complement



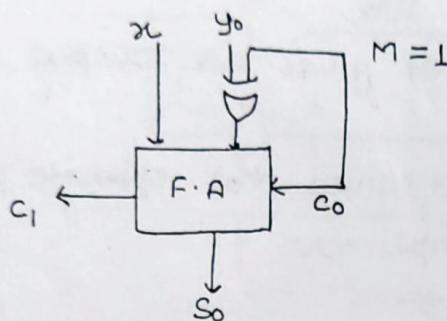
$$\begin{aligned}
 f &= xy + \bar{x}y \\
 &= x \cdot \bar{y} + \bar{x} \cdot M \\
 &= x \cdot 0 + \bar{x} \cdot 0 \\
 &= x \cdot 1 \\
 f &= x
 \end{aligned}$$

$$\begin{aligned}
 f &= x \cdot \bar{M} + \bar{x}M \\
 &= x \cdot I + \bar{x} \cdot 1 \\
 &= x \cdot 0 + \bar{x} \\
 &= 0 + \bar{x} \\
 &= \bar{x}
 \end{aligned}$$

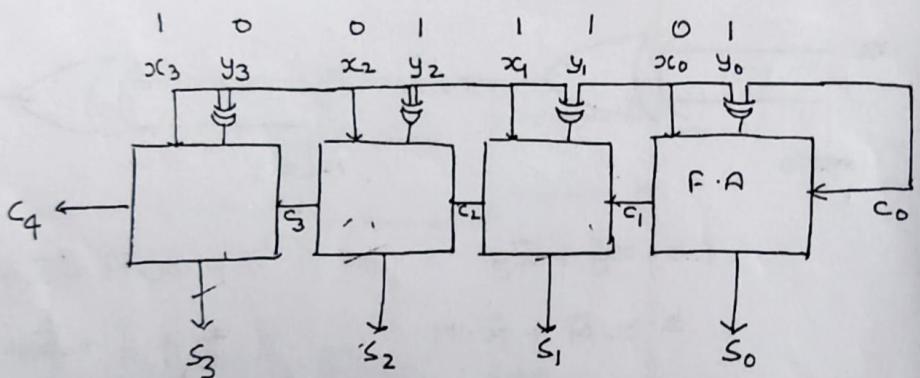
Symbolic Diagram -



$$x + y$$



$$x + \bar{y} + 1 = x - y$$



$$x = 1010$$

$$\begin{array}{r} y = 0111 \\ \hline 10001 \end{array}$$

$M=0$ (Addition)

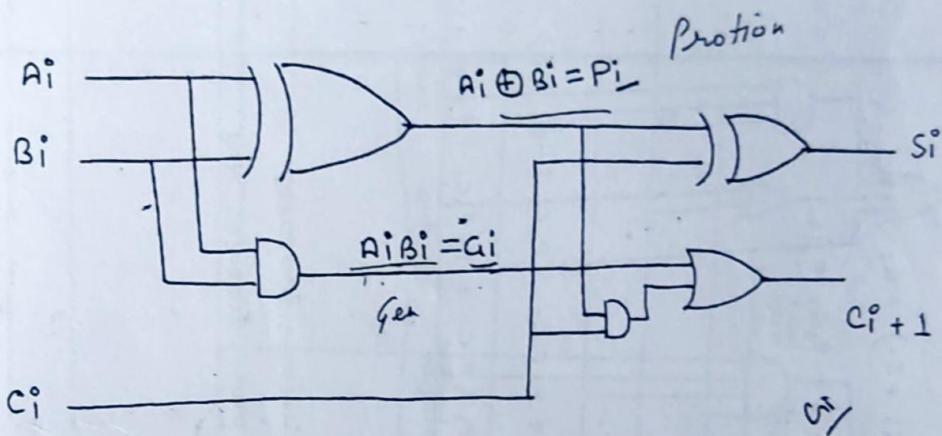
$M=1$ (Subtraction)

23.08.16

CARRY PROPOGATION -

$$S_i = A_i \oplus B_i \oplus C_i$$

$$C_i = (A_i \oplus B_i) C_i + A_i B_i$$



$$S_i = A_i \oplus B_i \oplus C_i = P_i \oplus C_i$$

$$C_{i+1} = (A_i \oplus B_i) C_i + A_i B_i = P_i C_i + G_i$$

$i=0$

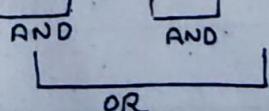
$$C_1 = P_0 C_0 + G_0$$

$i=1$

$$C_2 = P_1 (C_1 + G_1)$$

$$= P_1 (P_0 C_0 + G_0) + G_1$$

$$= P_1 P_0 C_0 + P_1 G_0 + G_1$$



$$i = 2$$

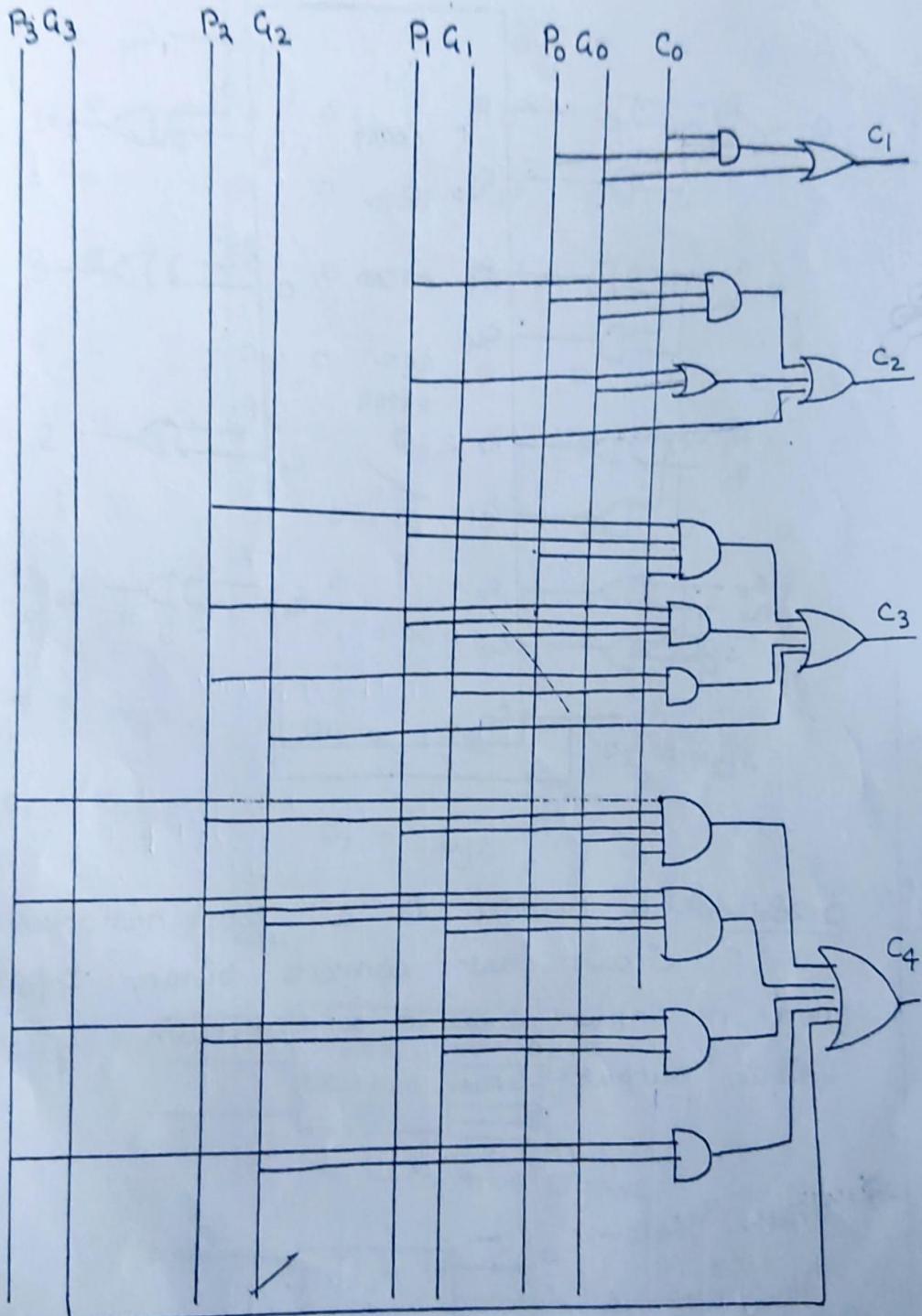
$$\begin{aligned}C_3 &= P_2 C_2 + \alpha_2 \\&= P_2 (P_1 P_0 C_0 + P_1 \alpha_0 + \alpha_1) + \alpha_2 \\&= P_2 \underbrace{P_1 P_0 C_0}_{\text{AND}} + \underbrace{P_2 P_1 \alpha_0 + \underbrace{P_2 \alpha_1}_{\text{AND}} + \alpha_2}_{\text{OR}}\end{aligned}$$

$$i = 3$$

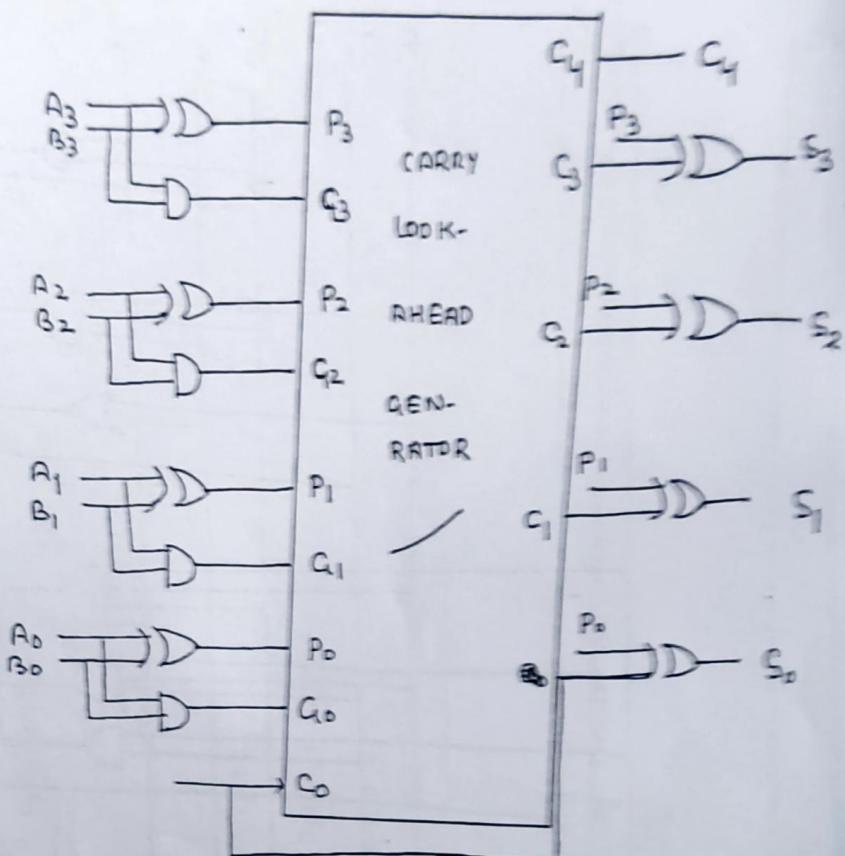
$$\begin{aligned}C_4 &= P_3 C_3 + \alpha_3 \\&= P_3 (P_2 P_1 P_0 C_0 + P_2 P_1 \alpha_0 + P_2 \alpha_1 + \alpha_2) + \alpha_3 \\&= P_3 \underbrace{P_2 P_1 P_0 C_0}_{\text{AND}} + \underbrace{P_3 P_2 P_1 \alpha_0 + \underbrace{P_3 P_2 \alpha_1}_{\text{AND}} + \underbrace{P_3 \alpha_2}_{\text{AND}}}_{\text{OR}} + \alpha_3\end{aligned}$$

★ Carry Propagation solution increases complexity of circuit and decreases the gating delay.

Design 4 bit carry lookahead Generator (fast adder)



CARRY LOOK AHEAD GENERATOR (ADDER)
4-BIT



Decoder- A Decoder is a combinational circuit that converts binary info. from n-input lines to a maximum of 2^n unique output lines.

Truth Table -

29/08/16

x	y	z	D ₀	D ₁	D ₂	D ₃	D ₄	D ₅	D ₆	D ₇
0	0	0	1	0	0	0	0	0	0	0
0	0	1	0	1	0	0	0	0	0	0
0	1	0	0	0	1	0	0	0	0	0
0	1	1	0	0	0	1	0	0	0	0
1	0	0	0	0	0	0	1	0	0	0
1	0	1	0	0	0	0	0	1	0	0
1	1	0	0	0	0	0	0	0	1	0
1	1	1	0	0	0	0	0	0	0	1

$$D_0 = \bar{x}\bar{y}\bar{z}$$

$$D_1 = \bar{x}\bar{y}z$$

$$D_2 = \cancel{\bar{x}yz}$$

$$D_3 = \bar{x}yz$$

$$D_4 = xy\bar{z}$$

$$D_5 = xy\bar{z}$$

$$D_6 = xy\bar{z}$$

$$D_7 = xyz$$

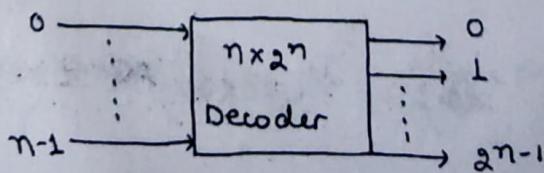
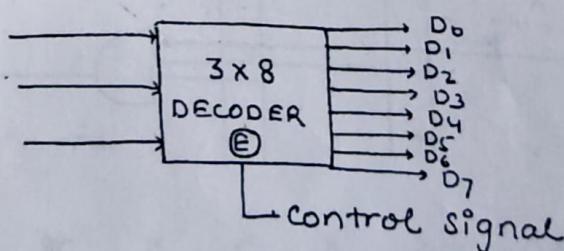
Symbolic Diagram -

3 input line

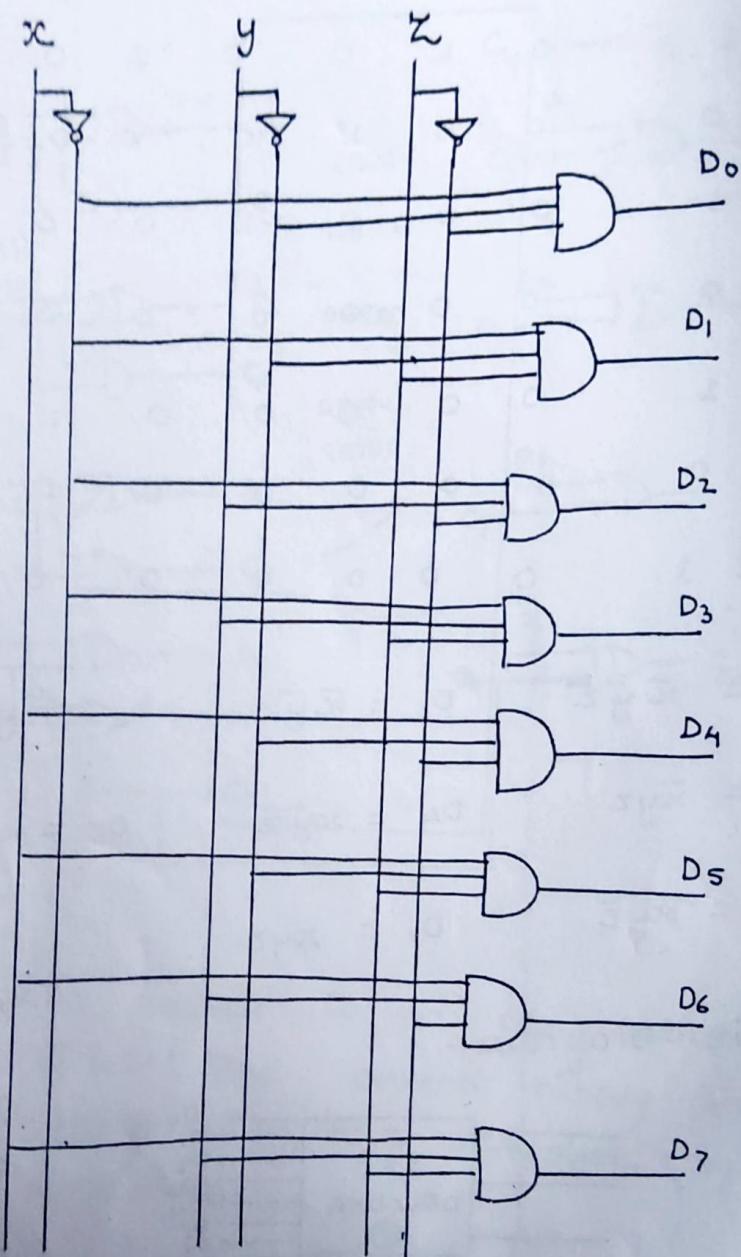
$$2^3 = 8$$

$$2^4 = 16$$

$$2^5 = 32$$



LOGIC DIAGRAMS -



Design BCD Decoder with unused combinations

Binary \rightarrow Decimal

Input

Output

w	x	y	z	D ₀	D ₁	D ₂	D ₃	D ₄	D ₅	D ₆	D ₇	D ₈	D ₉	
0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
0	0	0	1	0	1	0	0	0	0	0	0	0	0	0
0	0	1	0	0	0	1	0	0	0	0	0	0	0	0
0	0	1	1	0	0	0	1	0	0	0	0	0	0	0
0	1	0	0	0	0	0	0	1	0	0	0	0	0	0
0	1	0	1	0	0	0	0	0	1	0	0	0	0	0
0	1	1	0	0	0	0	0	0	0	1	0	0	0	0
1	0	0	0	0	0	0	0	0	0	0	0	0	1	0
1	0	0	1	0	0	0	0	0	0	0	0	0	0	1
1	0	1	0	0	0	0	0	0	0	0	0	1	0	0
1	0	1	1	0	0	0	0	0	0	0	1	0	0	0
1	1	0	0	0	0	0	0	0	0	0	0	0	1	0
1	1	0	1	0	0	0	0	0	0	0	0	0	1	0
1	1	1	0	0	0	0	0	0	0	0	0	0	0	1
1	1	1	1	0	0	0	0	0	0	0	0	0	0	1

1	0	1	0	x	x	x	x	x	x	x	x	x	x	x
1	0	1	1	x	x	x	x	x	x	x	x	x	x	x
1	1	0	0	x	x	x	x	x	x	x	x	x	x	x
1	1	0	1	x	x	x	x	x	x	x	x	x	x	x
1	1	1	0	x	x	x	x	x	x	x	x	x	x	x
1	1	1	1	x	x	x	x	x	x	x	x	x	x	x

→ UNUSED OR USED AS DON'T CARE

K-MAP for D_0 -

wx	yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$\bar{y}\bar{z}$
$\bar{w}\bar{x}$	1	0	0	0	
$\bar{w}x$	0	0	0	0	
wx	x	x	x	x	
$w\bar{x}$	0	0	x	x	

$$D_0 = \bar{w}\bar{x}\bar{y}\bar{z}$$

K-MAP for D_1 -

wx	yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$\bar{y}\bar{z}$
$\bar{w}\bar{x}$	0	1	0	0	
$\bar{w}x$	0	0	0	0	
wx	x	x	x	x	
$w\bar{x}$	0	0	x	x	

$$D_1 = \bar{w}\bar{x}\bar{y}\bar{z}$$

K-MAP for D_3 -

wx	yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$\bar{y}\bar{z}$
$\bar{w}\bar{x}$	0	0		1	0
$\bar{w}x$	0	0	0	0	0
wx	x	x	x	x	
$w\bar{x}$	0	0	x	x	

$$D_3 = \bar{x}yz$$

K-MAP for D_2 -

wx	yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$\bar{y}\bar{z}$
$\bar{w}\bar{x}$	0	0	0	0	
$\bar{w}x$	0	0	0	0	
wx	x	x	x	x	
$w\bar{x}$	0	0	x	x	

$$D_2 = \bar{x}\bar{y}\bar{z}$$

K-MAP for D₄ -

wx\yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$y\bar{z}$
$\bar{w}\bar{x}$	0 0 0 0			
$\bar{w}x$	1 0 0 0			
$w\bar{x}$	x x x x			
wx	0 0 x x			

$$D_4 = xy\bar{z}$$

K-MAP for D₅ -

wx\yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$y\bar{z}$
$\bar{w}\bar{x}$	0 0 0 0			
$\bar{w}x$	0 0 1 0			
$w\bar{x}$	x x x x			
wx	0 0 x x			

$$D_5 = xy\bar{z}$$

K-MAP for D₆

wx\yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$y\bar{z}$
$\bar{w}\bar{x}$	0 0 0 0			
$\bar{w}x$	0 0 0 1			
$w\bar{x}$	x x x x			
wx	0 0 x x			

$$D_6 = xy\bar{z}$$

K-MAP for D₇

wx\yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$y\bar{z}$
$\bar{w}\bar{x}$	0 0 0 0			
$\bar{w}x$	0 0 1 0			
$w\bar{x}$	x x x x			
wx	0 0 x x			

$$D_7 = xyz$$

K-MAP for D₈

wx\yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$y\bar{z}$
$\bar{w}\bar{x}$	0 0 0 0			
$\bar{w}x$	0 0 0 0			
$w\bar{x}$	x x x x			
wx	1 0 x x			

$$D_8 = w\bar{z}$$

K-MAP for D₉

wx\yz	$\bar{y}\bar{z}$	$\bar{y}z$	yz	$y\bar{z}$
$\bar{w}\bar{x}$	0 0 0 0			
$\bar{w}x$	0 0 0 0			
$w\bar{x}$	x x x x			
wx	0 1 x x			

$$D_9 = wz$$

Design BCD Decoder using don't care

