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B.TECH
(SEM I) THEORY EXAMINATION 2020-21
SOFT SKILLS- 1

Time: 3 Hours**Total Marks: 100****Note: 1.** Attempt all Sections. If require any missing data; then choose suitably.**SECTION A****1. Attempt all questions in brief.**

Qno.	Question	Marks	CO
a.	Explain communication and its types.	2	1
b.	Describe the types of listening activities.	2	1
c.	Define group discussion.	2	2
d.	Explain speech delivery.	2	2
e.	Define interpersonal communication.	2	3
f.	Describe leadership qualities.	2	3
g.	Evaluate persuasion skills.	2	4
h.	Explain Ethos (Character)	2	4
i.	Analyse negotiation.	2	5
j.	Explain the approaches to negotiation.	2	5

SECTION B**2. Attempt any three of the following:**

a.	Analyse the basics of communication skills.	10	1
b.	Evaluate public speaking and it's approaches and styles.	10	2
c.	Explain interpersonal communication skills in details.	10	3
d.	Analyse the steps followed to persuade and influence.	10	4
e.	Describe the role of communication skills in the process of negotiation.	10	5

SECTION C**3. Attempt any one part of the following:**

a.	Describe the various approaches to communication.	10	1
b.	Evaluate the essential elements of speaking and nuances of delivery.	10	1

4. Attempt any one part of the following:

a.	Evaluate presentation and interaction skills in detail.	10	2
b.	Explain types and objectives of interview.	10	2

5. Attempt any one part of the following:

a.	Describe the leadership qualities with the help of integrity, values, self confidence and courage.	10	3
b.	Explain in detail: i) Empathy ii) Emotional Intelligence.	10	3

6. Attempt any one part of the following:

a.	Evaluate presentation skills.	10	4
b.	Define persuasion and discuss the process followed in persuasion.	10	4

7. Attempt any one part of the following:

a.	Describe the desired qualities of a good negotiator.	10	5
b.	Evaluate the process of negotiation.	10	5