

B.TECH
(SEM II) THEORY EXAMINATION 2022-23
SOFT SKILLS

Time: 3 Hours**Total Marks: 70****Note:** Attempt all Sections. If require any missing data; then choose suitably.

SECTION A

1. Attempt all questions in brief. 2 x 7 = 14

- (a) Construct two words using the prefix 'il'.
- (b) Write one antonym and one synonym of the word 'native'.
- (c) Enumerate the importance of Word Stress in English language.
- (d) Establish the importance of fluency as a technique for effective communication.
- (e) Discuss the relevance of a 'Notice' in business communication.
- (f) Explain why confidence is considered as an important element in public speaking.
- (g) Describe how an individual can overcome work related stress.

SECTION B

2. Attempt any three of the following: 7 x 3 = 21

- (a) Explain the relevance of Subject Verb Agreement in English grammar by highlighting different the rules.
- (b) Explain in detail the various patterns of Content sequencing.
- (c) Identify are the various components that are required to make a paragraph meaningful?
- (d) Differentiate between 'verbal' and 'non-verbal' communication by mentioning the various components and also providing one example each.
- (e) Discuss the qualities and traits of a leader. Elaborate your answer by providing examples with each trait.

SECTION C

3. Attempt any one part of the following: 7 x 1 = 7

- (a) Illustrate the concept of 'word formation' focusing on the ways of forming new words.
- (b) Construct **two words** each with the given root words:
 - (i) Anti
 - (ii) Cent
 - (iii) Mal
 - (iv) Poly
 - (v) Aud
 - (vi) Omni
 - (vii) Intra

4. Attempt any one part of the following: 7 x 1 = 7

- (a) Classify the various ways to enhance listening skills.
- (b) Examine the major differences between listening and hearing.

5. **Attempt any *one* part of the following:** **7 x 1 = 7**
- (a) Discuss the various methods of writing a paragraph. Support your answer with relevant examples.
 - (b) Articulate the characteristics of effective writing.
6. **Attempt any *one* part of the following:** **7 x 1 = 7**
- (a) Vocabulary plays an important role for effective speaking. Highlight the significance of vocabulary for effective and impactful communication.
 - (b) Establish the significance of audience analysis while preparing for a presentation.
7. **Attempt any *one* part of the following:** **7 x 1 = 7**
- .a) Illustrate the ways in which a leader is responsible for the growth of his team members and the organization.
 - (b) Describe the physical, psychological and behavioural symptoms of stress and their effects.

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**B.TECH
(SEM I) THEORY EXAMINATION 2022-23
SOFT SKILLS**

Time: 3 Hours**Total Marks: 70****Note:** Attempt all Sections. If require any missing data; then choose suitably.**SECTION A****1. Attempt all questions in brief.****2 x 7 = 14**

- (a) What do you mean by art of listening?
- (b) Give Antonyms of the following:
(i) Cautious (ii) Crooked (iii) Optimist (iv) Generous
- (c) What do you understand by the term 'Ted Talk'?
- (d) Add suffixes to the following: (i) Admit (ii) Consume
- (e) What is Assimilation in reference to reading style?
- (f) State the role of clarity and fluency in public speaking.
- (g) What is stress management?

SECTION B**2. Attempt any three of the following:****7 x 3 = 21**

- (a) Answer briefly with suitable example:
(i) Compound Sentence
(ii) Prefix and Suffix
(iii) Homonyms
- (b) What is active listening? Describe the traits of a good listener.
- (c) Write a note on reading style while explaining Skimming and Churning.
- (d) Explore the nuances & methods of speech delivery in presentation.
- (e) Write a note on 4A's techniques of stress management.

SECTION C**3. Attempt any one part of the following:****7 x 1 = 7**

- (a) Do as instructed:
(i) He confessed that he was guilty. (into Simple sentence)
(ii) On hearing the news, he was glad. (into Complex sentence)
(iii) Make haste so as not to be late. (into Compound sentence)
(iv) It was cloudy, therefore we went by car. (into Complex sentence)
(v) Being sick, I went to the doctor. (into Compound sentence)
(vi) As Balu reached his office, he realized that he had forgotten his files.
(into Simple sentence)
(vii) It was very cold, so I wore a sweater. (into Complex sentence)
- (b) i) Give meaning of following homophones and use them in sentences:
1. Allusion, Illusion 2. Stationary, Stationery

ii) Give synonyms of the given words:
1. Deny 2. Cease 3. Awful 4. Timid

4. Attempt any *one* part of the following: 7 x 1 = 7

- (a) Elucidate the techniques of note taking.
- (b) What is pronunciation? Elaborate the speaking style in your own words.

5. Attempt any *one* part of the following: 7 x 1 = 7

- (a) Write a paragraph on deductive method and underline the topic sentence.
- (b) Distinguish between Agenda of the meeting and Minutes of meeting with example.

6. Attempt any *one* part of the following: 7 x 1 = 7

- (a) Discuss the merits and demerits of oral communication.
- (b) What is the role of Kinesics (Body language) in oral communication, specify clearly.

7. Attempt any *one* part of the following: 7 x 1 = 7

- (a) What do you understand by leadership? Explain the qualities of a good leader.
- (b) Elucidate the importance of Listening and Responding at workplace.