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BTECH
(SEM I) THEORY EXAMINATION 2021-22
SOFT SKILL I

Time: 3 Hours**Total Marks: 100****Note:** Attempt all the Sections.

SECTION A

1. **Attempt all the questions in brief.** **2 x 10 = 20**
- Define adjective with a suitable example.
 - What do you mean by the term “Proxemics”?
 - Define interpersonal communication.
 - Write any two objectives of interjecting.
 - What is speed reading? Explain briefly.
 - Define Kinesics.
 - What do you mean by the term “Time Management”?
 - What do you mean by coherence in the context of debate and discussion?
 - Convert the following sentences into corresponding passive voice-
A. Every boy told a lie.
B. They will do the work.
 - Define attitude.

SECTION B

2. **Attempt any three of the following:** **10 x 3 = 30**
- Explain the steps of persuasion.
 - Describe the paralinguistic features of Voice-Dynamics.
 - Fill in the blanks as per the instructions given-**
(i) A black and a white cow grazing in the field. (is/ are)
(ii) Bheem was a glutton,..... (provide a suitable question tag)
(iii) The river was in spate and it (Overflown/Overflowed)
(iv) Neither Sudesh nor her friends going to the party (was/ were).
Define the following with a suitable example-
(v) Adverb
(vi) Pronoun
(vii) Hyphen
 - Explain the qualities of a leader in detail.
 - Differentiate between Group Discussion and Debate in the light of their objectives.

SECTION C

3. **Attempt any one part of the following:** **10 x 1 = 10**
- Identify and explain the skills required for effective interpersonal communication with special reference to Emotional Intelligence, Attitude, Responsibility, Empathy & Listening skills.
 - Explain what is Presentation and construct its various methods.
4. **Attempt any one part of the following:** **10 x 1 = 10**
- What is “Teamwork”? Explain the various stages of team development with the help of an example.



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- (b) **Do as instructed-**
- (i) Define prefix and suffix with one example each.
 - (ii) Rahul asked me, "Did you watch the movie last night?" (Convert into indirect speech)
 - (iii) I came by an **early** flight. (identify the part of speech)
 - (iv) What is a 'comma'? explain briefly with an example.
 - (v) I have been suffering from fever since last night. (Identify the tense)
 - (vi) Congratulationsyour new job. (for/on)
 - (vii) What is the use of passive voice?
 - (viii) There is friendship between him and (her/ she)
 - (ix) He speaks English..... (good/ well)
 - (x) Write two nouns which are also verbs.

5. Attempt any one part of the following: 10 x 1 = 10

- (a) Justify the statement "Any skill might get obsolete but Communication Skills".
- (b) What is an interview? Explain in detail with its types and objectives.

6. Attempt any one part of the following: 10 x 1 = 10

- (a) Explain Attitude, Beliefs, Values, and Behaviour with reference to persuasion and negotiation.
- (b) Why do you think confidence, clarity and fluency are instrumental for effective public speaking?

7. Attempt any one part of the following: 10 x 1 = 10

- (a) **Do as instructed-**
 - (i) Write one synonym each of **baffled** and **shiny**.
 - (ii) Write one antonym each of **arrogant** and **tardy**.
 - (iii) He is University Professor. (a/an)
 - (iv) Romeo said to Juliet I like you very much. (provide suitable punctuation marks).
 - (v) I wish I a bird (was/ were).

Rewrite the following sentences correctly

 - (vi) If you will study hard then you will qualify the exam.
 - (vii) The teacher said that the earth was revolving round the sun.
 - (viii) Hindus practice idolatry, do they?
 - (ix) I went to the party with my aunt and cousin sisters.
 - (x) I asked him to run fastly.
- (b) Describe negotiation along with its various approaches.