

Roll No. 20011311004

Total Pages : 3

759201

August/September 2022

M.Sc. (Animations) II SEMESTER/BCA IV SEMESTER
Interview and Group Discussion Skills (AUD-08)

Time : 3 Hours]

[Max. Marks : 75

Instructions :

1. *It is compulsory to answer all the questions (1.5 marks each) of Part-A in short.*
2. *Answer any four questions from Part-B in detail.*
3. *Different sub-parts of a question are to be attempted adjacent to each other.*

PART-A

1. (a) What do you understand by 'Positive Attitude'? (1.5)
(b) What is Deductive Reasoning? Give example. (1.5)
(c) Explain the term 'kinesics'. (1.5)
(d) What do you understand by 'influencing ability'? Name three influencing skills. (1.5)
(e) What is a 'mock-interview'? (1.5)
(f) Briefly explain various types of GD. (1.5)
(g) What is the difference between 'Resume' and 'Curriculum Vitae'? (1.5)

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- (h) What are the steps to successfully close an interview? (1.5)
- (i) Provide *three* examples where you may have seen/ listened to a GD in real life. (1.5)
- (j) What do you understand by 'rapport building'? (1.5)

PART-B

2. (a) What is Group Discussion? Explain in detail various elements of GD. (10)
- (b) Discuss various methods of self-motivation. (5)
3. (a) What do you understand by 'Interview'? Discuss in detail various types of interviews. Substantiate your answer with examples. (10)
- (b) Explain various objectives for which interviews can be conducted. (5)
4. Discuss in detail the qualities looked for in candidates participating in Group Discussion. (15)
5. (a) Discuss the role of 'sense of humour' in GD and interview. (5)
- (b) What are the skills and qualities that employers look for in a prospective employee? Discuss in detail. (10)

6. (a) What is a "Thank you note"? Why is it important to write a thank you note? (5)
- (b) Write a detailed thank you note via e-mail to the interviewer who conducted your interview for the position of Creative Director in a design agency. (10)
7. What do you understand by communication skills? Discuss various aspects of communication that play important role in GD and interview. (15)
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