

Certificate of Achievement

Congratulations

Dhruv Sharma

for successfully completing **Communication Skills** a course that covers

Importance of Communication | Process of Communication | Barriers to Communication | Non-Verbal
Communication | Verbal Communication | Effective Communication



Mehul Mehta
Global Delivery Head – TCS iON,
Tata Consultancy Services

Start Date: 15 May 2025

End Date: 24 May 2025



CERTIFIED

Cert ID: 91306-27522312-1016

Date: 24 May 2025

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Dhruv Sharma
(117461784937327998479_21511016_1)
Status : Pass
Assessment Date : 24-05-2025 20:48:31 (GMT+05:30)
Performance Level : Moderate ⓘ



This report helps you to achieve your targets as per below stated objectives:
Improve your conceptual understanding
Address specific areas of improvement
Personalized to you



Performance Categories

Based on the performance of the students, we have framed the following categories to place you in accordance with your performance

Performance Category Definitions



Excellent Outstanding level of performance indicates that the candidate has done excellent work and mastered the concepts.



High High level of performance indicates that the candidate has done above average work and mastered almost all the concepts.



Moderate Acceptable level of performance indicates that the candidate has done average work and has mastered many of the concepts.



Low Needs improvement in performance indicates that the candidate has done and mastered very few or none of the concepts.

Performance Criteria

PERFORMANCE CATEGORY	RANGE
Excellent	91% to 100% of Max Marks
High	81% to 90% of Max Marks
Moderate	61% to 80% of Max Marks
Low	Below 60% of Max Marks

Performance Category based on student marks

SECTION (GROUP)	EXCELLENT	HIGH	MODERATE	LOW
Communication Skills 1 (Communication Skills)	9.10 and above	8.10 to 9.00	6.10 to 8.00	Below 6.00

SECTION (GROUP)	EXCELLENT	HIGH	MODERATE	LOW
Overall Score	9.10 and above	8.10 to 9.00	6.10 to 8.00	Below and equal to 6.00

Where do you stand?

SECTION (GROUP)	SCORE	PERFORMANCE CATEGORY
Communication Skills 1 (Communication Skills)	8.00 / 10.00	M
Overall Score	8.00 / 10.00	M

Recommendations and Suggestions

1. Based on your overall scores:
Your overall score falls in the **M** category. Please avoid misconceptions and try to increase the speed of solving.
2. Based on your section-wise performance:
You seem to be strong in **Communication Skills 1**. So it is suggested that you attempt **Communication Skills 1** section first
3. Some general suggestions to optimize your score:
The best performers plan and allocate equal time to each section.

Overall Performance Analysis

The below table shows section-wise analysis of marks scored by you, time spent by you, your percentage, your accuracy and number of correct, incorrect, unanswered and marked for review questions.

SECTION (GROUP)	MARKS SCORED BY YOU	TIME SPENT BY YOU (IN MINS)	YOUR SECTION PERCENTAGE	YOUR SECTION ACCURACY	TOTAL QUESTIONS	MAX NO OF QUESTIONS -TO ATTEMPT	QUESTIONS ATTEMPTED	CORRECT	INCORRECT	UNANSWERED	MARKED FOR REVIEW
Communication Skills 1 (Communication Skills)	8.00	1:21	80.00%	80.00%	10	10	10	10	8	2	0
Total	8.00	1:21	80.00%	80.00%	10	10	10	10	8	2	0

Note: The percentage (%) and accuracy below the prescribed values (60 %) are shown in red color

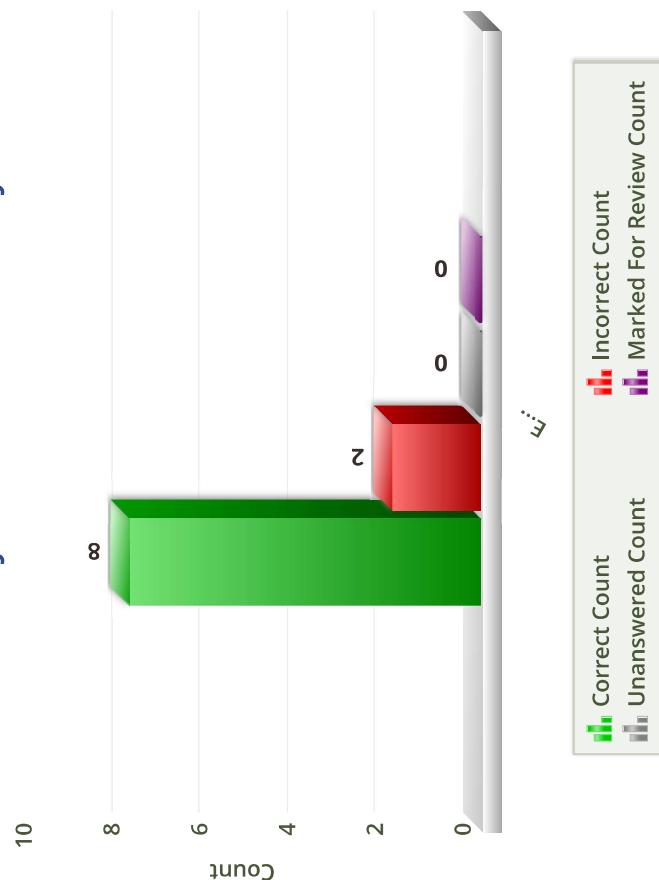
Below pie-chart shows section-wise percentage of marks scored

Section-wise marks



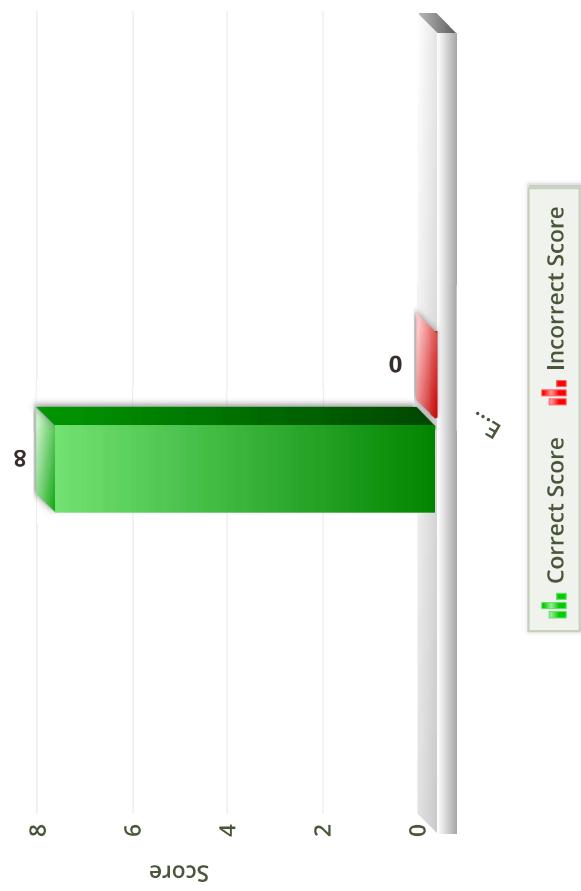
Communication Skills 1,8

Difficulty Level wise Count Analysis



Correct Count
Unanswered Count
Incorrect Count
Marked For Review Count

Difficulty Level wise Score Analysis



Impact of Incorrect Responses

Below table provides the marks lost due to incorrect responses.

SECTION(GROUP)	NUMBER OF INCORRECT RESPONSES	MARKS LOST DUE TO INCORRECT RESPONSES	TOTAL SCORE IF INCORRECT RESPONSES WERE NOT MARKED
Communication Skills 1(grp1)	2	0	8
Overall	2	0	8.00

In order to attempt more accurately, consider the following suggestions while attempting the questions:

1. If you are not able to solve a question correctly or have doubts in your approach towards the solution, skip it for later.
2. Quickly revise the steps for avoiding calculation or casual mistakes.
3. Avoid guesswork.

Overall Preparedness Analysis

The below table represents the percentage of correct questions achieved at the analysis level.

Conceptual errors, for which you would require more reading and understanding of concepts.

Minor or careless mistakes, for which you would require a more composed and calm approach towards solving the question paper.

The topics marked in red need your immediate attention.

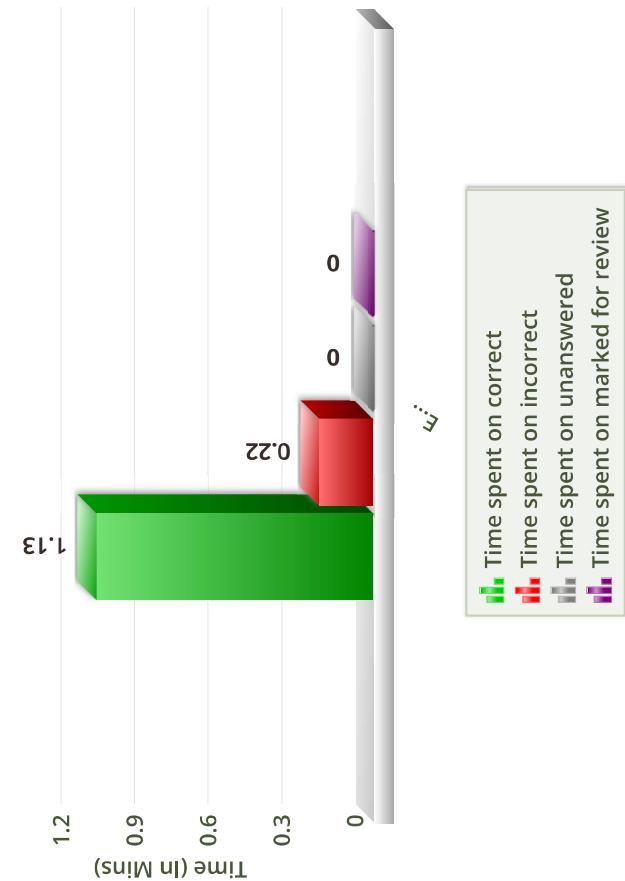
Time Management

Below table shows the time you spent in each section.

SECTION (GROUP)	TIME SPENT BY YOU (IN MINS)
Communication Skills 1 (Communication Skills)	1:21
Total time spent	1:21

Time Level Analysis

Difficulty Level wise Time Analysis



Recommendations

1. It is essential for each aspirant to plan and schedule time for each section diligently. This is important to score well in each section and ultimately meet the cut-off.
2. This will also help you in attempting all the questions in each section and hence not missing the opportunity to score more.

Response Change Pattern

Below table provides the number of times you have changed your responses while answering the test and also the nature of those response changes.

SECTION(GROUP)	CORRECT TO INCORRECT	INCORRECT TO CORRECT	INCORRECT TO INCORRECT	CORRECT TO UNANSWERED	INCORRECT TO UNANSWERED	UNANSWERED TO CORRECT	UNANSWERED TO INCORRECT
Communication Skills 1 (Communication Skills)	0	0	0	0	0	0	0
Overall	0	0	0	0	0	0	0

It is suggested that guesswork should be avoided for any type of response changes. It has been observed that more often than not, guesswork leads to an incorrect response thereby inviting negative marks which in turn has an adverse effect on the overall rank.
 You must use your knowledge, observation and elimination skills to arrive at the correct answer.

Interpretation and Suggestions

1. Incorrect to incorrect response change:
 You may need to work more on the concept level, in order to gain confidence.
2. Correct to correct response change:
 At the first glance you were not very sure about the solution.
 You must spend at least 1 minute per question and if you are not able to reach to the solution, you must revisit the question to enhance your score.
 Perform this response change only when you are confident or have spotted a mistake in the solution of your first response.
3. Correct to incorrect response change:
 You are not sure of the solution and have either applied a wrong concept or made a calculation mistake.
 You need to practice more questions on the same concept.
4. Correct to unanswered response change:
 You are not sure of the solution
 You need to practice more questions on the same concept.
 Perform this response change only when you are not confident of your solution.
 You must try to spend at least 1 min before leaving it unanswered.
5. Incorrect to unanswered response change:
 Your judgment of avoiding negative marks is right.
 You must try to spend at least 1 min before leaving it unanswered.

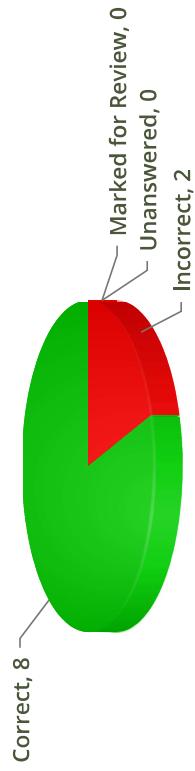
Overview: Communication Skills 1

The below table provides your marks in Communication Skills 1 along with the average marks scored by the others (students who cleared this assessment) and the marks scored by the topper.

MARKS SCORED BY YOU	YOUR SECTION PERCENTAGE	YOUR SECTION ACCURACY	TIME SPENT BY YOU (IN MINS)
8.00 / 10.00	80.00%	80.00%	1:21

Note: The percentage (%) and accuracy below the prescribed values (60%) are shown in red color

Question wise Analysis



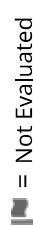
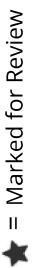
Correct Incorrect Unanswered Marked for Review

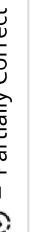
Performance Analysis: Communication Skills 1

1. The below table analyzes your performance at question level and presents it in terms of :
Difficulty Level
2. It highlights conceptually strong and improvement areas within the section and areas that require reinforcement of concepts.
3. The accuracy of the response to each question and time spent are correlated and interpreted in terms of expert advice on preparedness level.

Question wise details

Please click on question to view detailed analysis

 = Not Evaluated  = Evaluated  = Answered
 = Marked for Review

 = Correct  = Incorrect  = Your Option
 = Correct Option  = Partially Correct

Question Details

 Q1. The audience asked a presenter why he was so tense. What made them think so?

Difficulty Level : **Easy** Status : **Correct** Marks Obtained : **1** Total Question Marks : **1**

Options :

1. The presenter had practised the content
2. He made constant eye contact with the audience
3. He sounded confident
4. She kept fumbling and did not make eye contact with the audience

Timespent (in sec): **12** Correct to Incorrect: **0** Incorrect to Correct: **0** Unanswered to Incorrect: **0** Correct to unanswered: **0** |
 Unanswered to Correct: **0** Unanswered to Incorrect: **0** Comments: You are on the right preparation track on this topic.

 Q2. One of the team members attending the presentation was very bored. The way he displayed it was-

Difficulty Level : **Easy** Status : **Correct** Marks Obtained : **1** Total Question Marks : **1**

Options :

1. Laughing
2. Yawning and hands on his forehead
3. Nodding his head
4. Maintaining eye contact with the presenter

Timespent (in sec): **15** Correct to Incorrect: **0** Incorrect to Correct: **0** Unanswered to Incorrect: **0** Correct to unanswered: **0** |
 Unanswered to Correct: **0** Unanswered to Incorrect: **0** Comments: You are on the right preparation track on this topic.

Q3. The presenter said "Complete your Gantt Chart. I'll BRB." Is the usage correct for a presentation?

Difficulty Level : Easy	Status : Correct	Marks Obtained : 1	Total Question Marks : 1
Options :			
<input checked="" type="checkbox"/> 1. Yes <input checked="" type="checkbox"/> 2. No			
Timespent (in sec): 10 Correct to Incorrect: 0 Incorrect to Correct: 0 Incorrect to Unincorrect: 0 Correct to Unanswered: 0 Incorrect to unanswered: 0 Unanswered to Correct: 0 Unanswered to Incorrect: 0 Comments: You are on the right preparation track on this topic.			

Q4. Tick all the options that are required to make a successful presentation.

Difficulty Level : Easy	Status : Correct	Marks Obtained : 1	Total Question Marks : 1
Options :			
<input checked="" type="checkbox"/> 1. Appropriate Dressing <input checked="" type="checkbox"/> 2. Correct Posture <input type="checkbox"/> 3. Good Bank Balance <input checked="" type="checkbox"/> 4. Confidence			
Timespent (in sec): 6 Correct to Incorrect: 0 Incorrect to Correct: 0 Incorrect to Unincorrect: 0 Correct to Unanswered: 0 Incorrect to unanswered: 0 Unanswered to Correct: 0 Unanswered to Incorrect: 0 Comments: You are on the right preparation track on this topic.			

Q5. When you call your colleague in US he could not relate to what you are saying as he was sleepy. What was the barrier?

Difficulty Level : Easy	Status : Correct	Marks Obtained : 1	Total Question Marks : 1
Options :			
<input type="checkbox"/> 1. Noise <input checked="" type="checkbox"/> 2. Time <input type="checkbox"/> 3. Space <input type="checkbox"/> 4. Cultural			
Timespent (in sec): 10 Correct to Incorrect: 0 Incorrect to Correct: 0 Incorrect to Unincorrect: 0 Correct to Unanswered: 0 Incorrect to unanswered: 0 Unanswered to Correct: 0 Unanswered to Incorrect: 0 Comments: You are on the right preparation track on this topic.			

Q6. An athlete puts up his hands in the air and has a big smile on his face. This is a sign of -

Difficulty Level : **Easy**
 Status : **Correct** | Marks Obtained : **1** | Total Question Marks : **1**

Options :

- ✓ 1. Victory
- 2. Defeat
- 3. Sorrow
- 4. Fear

Timespent (in sec): **5** | Correct to Incorrect: **0** | Incorrect to Correct: **0** | Incorrect to Unanswered: **0** |
 Unanswered to Correct: **0** | Unanswered to Incorrect: **0** | Comments: You are on the right preparation track on this topic.

Q7. What are the barriers of Communication?

Difficulty Level : **Easy**
 Status : **Incorrect** | Marks Obtained : **0** | Total Question Marks : **1**

Options :

- ✓ 1. Physical
- ✓ 2. Cultural
- ✓ 3. Language
- ✓ 4. Over confidence

Timespent (in sec): **7** | Correct to Incorrect: **0** | Incorrect to Correct: **0** | Incorrect to Unanswered: **0** |
 Unanswered to Correct: **0** | Unanswered to Incorrect: **0** | Comments: You have most probably committed a numerical or conceptual mistake or you would have guessed the answer.

Q8. Tick all that are appropriate to the process of communication.

Difficulty Level: **Easy** | Marks Obtained : **0** | Total Question Marks : **1**

Options :

- ✓ 1. Sender
- ✓ 2. Receiver
- ✓ 3. Paralanguage
- ✓ 4. Channel

Timespent (in sec): **6** | Correct to Incorrect: **0** | Incorrect to Correct: **0** | Incorrect to Unanswered: **0** | Unanswered to Incorrect: **0** | Unanswered to Unanswered: **0** |

Comments: You have most probably committed a numerical or conceptual mistake or you would have guessed the answer.

Q9. Which of the below is not part of paralanguage?

Difficulty Level: **Easy** | Marks Obtained : **1** | Total Question Marks : **1**

Options :

- 1. Tone
- 2. Clarity
- 3. Pace
- ✓ 4. Posture

Timespent (in sec): **5** | Correct to Incorrect: **0** | Incorrect to Correct: **0** | Incorrect to Unanswered: **0** | Unanswered to Incorrect: **0** | Unanswered to Unanswered: **0** |

Comments: You are on the right preparation track on this topic.

Q10. Which of the below should you avoid in your communication?

Difficulty Level : **Easy** | Status : **Correct** | Marks Obtained : **1** | Total Question Marks : **1**

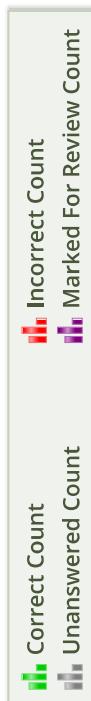
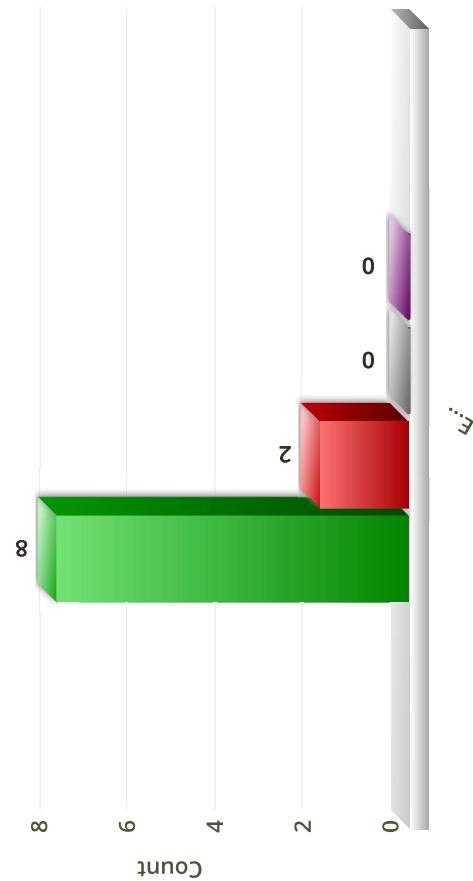
Options :

- 1. Maintain eye contact
- ✓ 2. Fumbling , using too many filler words while talking
- 3. Speak with clarity
- 4. Dress for the occasion

Time spent (in sec): **5** | Correct to Incorrect: **0** | Incorrect to Correct: **0** | Unanswered to Incorrect: **0** | Correct to unanswered: **0** | Incorrect to unanswered: **0** | Comments: You are on the right preparation track on this topic.

Individual Score Level Analysis

Difficulty Level wise Count Analysis



Difficulty Level wise Score Analysis



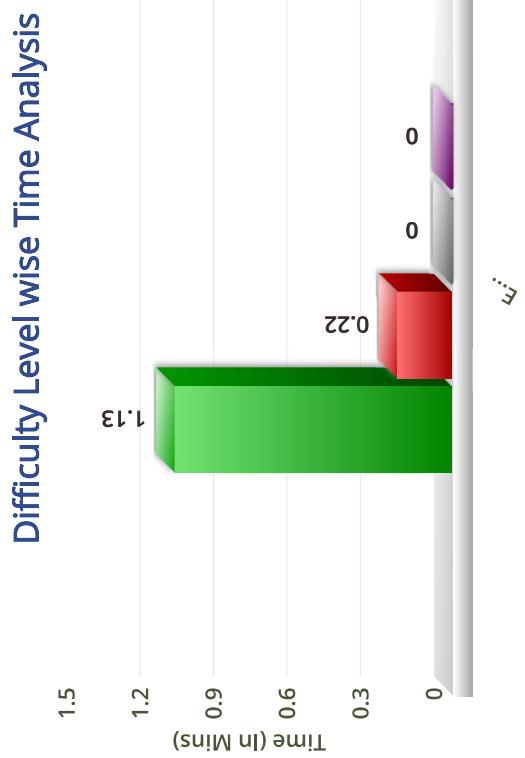
Your Response Change Pattern: Communication Skills 1

The below table provides the number of times you have changed your responses to the Communication Skills 1 questions and also the nature of those response changes.

CORRECT TO INCORRECT	INCORRECT TO CORRECT	INCORRECT TO INCORRECT	CORRECT TO UNANSWERED	INCORRECT TO UNANSWERED	UNANSWERED TO CORRECT	UNANSWERED TO INCORRECT
0	0	0	0	0	0	0

Time Analysis: Communication Skills 1

Below graph represent the time you spent in each section and the average time spent by others.



Preparedness Analysis: Communication Skills 1

The below table represents the percentage accuracy achieved at the analysis level.

Conceptual errors, for which you would require more reading and understanding of concepts.

Minor or careless mistakes, for which you would require a more composed and calm approach towards solving the question paper.

The topics marked in red need your immediate attention.

Difficulty Level wise analysis.

DIFFICULTY LEVEL	TOTAL QUESTIONS	QUESTIONS ATTEMPTED	CORRECT	INCORRECT	UNANSWERED	MARKED FOR REVIEW	% ACCURACY
Easy	10	10	8	2	0	0	80.00%
Total	10	10	8	2	0	0	80.00%

Note: The percentage (%) and accuracy below the prescribed values (60%) are shown in red color