

- Q.25 How interview creates good personality. Write a note.
 Q.26 Write the different forms of Business Ethics.
 Q.27 Describe Social Responsibility in detail.
 Q.28 What is Motivation? Write a note.
 Q.29 How an employee can be motivated in a company? Explain.
 Q.30 Give the concept of Public Speaking.
 Q.31 Write a short note on group discussion.
 Q.32 Describe the significance of leadership.
 Q.33 How can you build your confidence? Explain.
 Q.34 Describe Presentation Skills in Details.
 Q.35 Enlist the importance of values.

SECTION-D

Note : Long Answer type question. Attempt any two questions. $(2 \times 10 = 20)$

- Q.36 Define public speaking. Explain the essential of a good public speaking.
 Q.37 Define personality development. Explain the determinants of personality.
 Q.38 Define leadership. Explain the quality of a good leader.

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4th Sem / FAA
**Subject : Personality Development,
Ethics & Values**

Time : 3 Hrs.

M.M. : 100

SECTION-A

Note : Multiple choice questions. All questions are compulsory. $(10 \times 1 = 10)$

- Q.1 Complex set of characteristics that make you unique
 a) Character b) Personality
 c) Attitude d) Behavior
 Q.2 What can you do to improve your level of self-esteem?
 a) Focus on things you do well
 b) Accept Compliments when they come
 c) Do not be too hard on yourself
 d) All the above
 Q.3 Your resume is a tool with one specific purpose
 a) To get a job b) To win an interview
 c) To discuss salary d) To Know about work
 Q.4 On the _____ it is possible to get immediate feedback
 a) Letter b) Telephone
 c) E-mail d) Fax
 Q.5 A group discussion of a real life situation with in a training environment is _____
 a) Discussion b) Listening

- Q.6 c) Case study method d) All of the above
What are the types of interview Skills?
a) Face to face b) Behavioral
c) Telephonic d) All of these
- Q.7 What are values?
a) Ideas, thoughts, and actions that are important to us
b) Something that we enjoy doing
c) Strange thoughts
d) An object that we like
- Q.8 Group Discussion relates to
a) Information b) Presentation
c) Communication d) All of the above
- Q.9 Leadership quality is
a) Inborn b) Acquired
c) Learnt d) All of the above
- Q.10 Our personalities developed as a result of which of following
a) Genetic inheritance
b) Environmental influences
c) Both of the above
d) None of these

SECTION-B

- Note :** Objective type questions. All questions are compulsory. (10x1=10)
- Q.11 Self esteem refers to how we feel about ourselves. (True/False)

- Q.12 Personality of a person is inclusive of both internal and external Elements. (True/False)
- Q.13 Business ethics is not really concerned with “doing the right thing.”(True/False)
- Q.14 Values may change as we get older. (True/False)
- Q.15 All resumes should contain complete names, addresses, phone numbers, and emails of your references. (True/False)
- Q.16 Communication skills is a tool for helping with barriers of communication. (True/False)
- Q.17 An important characteristic of a speech is that it should use more formal, complex language than either writing or conversation. (True/False)
- Q.18 IN a group discussion the discussion must be directed to its logical conclusion. (True/False)
- Q.19 You should always have a Q & A session at the end of a presentation, and not allow questions during the presentation. (True/False)
- Q.20 Non verbal codes are generally less emotionally powerful than verbal codes. (True/False)

SECTION-C

- Note :** Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)
- Q.21 Give the concept of personality development.
- Q.22 Differentiate between personal ethics and professional ethics.
- Q.23 Write the role of Dress Sense in Personality.
- Q.24 What is Employability Skills? Write a note.