

SECTION-D

Note: Long answer type questions. Attempt any two questions out of three questions. (2x10=20)

Q.36 Explain the various stages in presentation and also elaborate on features of good presentation.

Q.37 Write notes on :

- a) Resume writing
- b) Group discussion

Q.38 What are business ethics? Elaborate how business ethics and values are important in human behaviour.

No. of Printed Pages : 4

Roll No.

186736/126736/106736

/73326/93024/033022

/2051/73442/106741

DBM

Subject:- Personality Development Ethics and Values

Time : 3Hrs.

M.M. : 100

SECTION-A

Note: Multiple choice questions. All questions are compulsory (10x1=10)

Q.1 _____ is a determinant of personality.

- a) heredity
- b) esteem

Q.2 _____ is called your opinion of yourself.

- a) Integrity
- b) self esteem

Q.3 Group discussion is a _____ activity carried out by participant.

- a) individual
- b) group

Q.4 Every individual is _____ by their personality.

- a) unique
- b) specific

Q.5 Presentation means speaking before people on _____ occasion.

- a) formal
- b) informal

Q.6 A leader is one who influence others. (True/False)

Q.7 Communication can be formal and informal . (True/False)

(140)

(4) 186736/126736/106736
/73326/93024/033022
/2051/73442/106741

(1) 186736/126736/106736
/73326/93024/033022
/2051/73442/106741

- Q.8 Values are set of rules to make people work under stress. (True/False)
- Q.9 Motivation is a planned process. (True/False)
- Q.10 Purposeful exchange of ideas, answering questions and communication between two or more persons is called _____.
- a) Group discussion b) interview

SECTION-B

Note: Objective type questions. All questions are compulsory. (10x1=10)

- Q.11 Define communication skills.
- Q.12 Write one determinant of personality.
- Q.13 State one advantage of group discussion..
- Q.14 Why is presentation required? Write one point.
- Q.15 What is a dress code?
- Q.16 Define body language.
- Q.17 Define business ethics.
- Q.18 What is social responsibility?
- Q.19 Define personal hygiene.
- Q.20 Write one quality of a good resume.

SECTION-C

Note: Short answer type questions. Attempt any twelve questions out of fifteen questions. (12x5=60)

- Q.21 What is an interview? List out the limitations of interview.
- Q.22 Define personal hygiene. Discuss the components of personal hygiene.
- Q.23 Briefly explain the functions of values.
- Q.24 What are the principles of corporate social responsibility?
- Q.25 Who is a leader? What qualities makes a good leader?
- Q.26 Explain features of motivation.
- Q.27 List out the characteristics of leadership.
- Q.28 Explain the concept of resume writing.
- Q.29 Briefly discuss the scope of public speaking.
- Q.30 Write the role of body language in personality of a person.
- Q.31 What are the major determinants of personality?
- Q.32 What is self esteem ? How is it important ?
- Q.33 Write a note on communication skills.
- Q.34 What are the features of good presentation?
- Q.35 Discuss the importance of business ethics & values in human behaviour.