

Unique Paper code: 61018103
Name of the Paper: Soft Skills (GEC - 1.3)
Name of the Course: **B.Voc. (Retail Management, Healthcare Management & Software Development)**
Semester: I
Duration: 3Hours
Maximum Marks: 50

Instructions for Candidate

Attempt four out of the six questions. All questions bear equal marks.

Q1. Define Assertiveness and what personal qualities can help you achieve assertive behaviour?

12.5 Marks

Q2. “United we stand divided we fall”. Explain. 12.5 Marks

Q3. What do you understand by the term soft skills? What role it plays in the employment?

12.5 Marks

Q4. What is adaptability? How do you maintain your self-respect and adjust with others?

12.5 Marks

Q.5. Understanding your emotions and those of others is particularly useful in developing effective communication skills. Do you agree? Give reasons for your answer. 12.5 Marks

Q6. What are the skills required for solving a problem? Explain the process of problem solving.

12.5 Marks