

M.Sc. - I (Computer Science) (NEP Pattern) Semester-II  
**02MSCCS04-2 - Elective-II Paper-IV : Soft Skills**

P. Pages : 2

Time : Three Hours



**GUG/W/24/15363**

Max. Marks : 80

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- Notes :
1. All questions are compulsory and carry equal marks.
  2. Draw neat and labelled diagram and use supporting data wherever necessary.
  3. Avoid vague answers and write specific answers related to questions.

**Either:**

1. a) How can one identify and capitalize on opportunities to achieve growth and success in a SWOC analysis? 8
- b) What is Enthusiasm? Explain the characteristics of Enthusiastic person. 8

**OR**

- c) Explain the need and types of Etiquette in detail. 8
- d) Explain the various factors influencing Etiquette. 8

**Either:**

2. a) How is attitude defined? Why it is considered a critical factor in personal and professional development? 8
- b) How do different types of attitudes impact success and how can they be managed effectively? 8

**OR**

- c) How does TIENS pak 8 positive Attitude contribute to success? Explain in detail. 8
- d) How does proper dressing contribute to making a positive impression. 8

**Either:**

3. a) What is goal setting? What are common reasons for Failures in goal setting and how can they be addressed? 8
- b) Explain the role of master plan, weekly planner and prioritizing work in effective planning. 8

**OR**

- c) Explain the essential elements of effective time management in detail. 8
- d) Explain how can one diagnose and address poor time management habits. 8

**Either:**

- 4. a) What are the key features and elements that contribute the effective communication? Explain in detail. 8
- b) Why is public speaking important? Explain how does it impact personal and professional growth. 8

**OR**

- c) Explain the essential keys to ensure successful teamwork in a professional setting. 8
- d) What qualities are essential for a person to be considered a good leader? Explain in detail. 8

5. Solve all the questions.

- a) Write a note on conducive condition for Enthusiasm. 4
- b) Explain why is personal grooming essential for self-image and perception. 4
- c) Write steps to improve time management skills. 4
- d) Write note on Listening skills. 4

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