

B.E. Civil Engineering (Model Curriculum) Semester - VI
OEC-CE602A - Elective : Soft Skills and Interpersonal Communication

P. Pages : 1

Time : Three Hours



GUG/S/23/13733

Max. Marks : 80

-
- Notes :
1. All questions carry equal marks.
 2. Due credit will be given to neatness and adequate dimensions.
 3. Assume suitable data wherever necessary.
 4. Diagrams and Chemical equation should be given wherever necessary.
 5. Illustrate your answers wherever necessary with the help of neat sketches.

1. a) Define soft skills? Mention any 5 points of comparison between hard skills and soft skills. **8**
b) Explain in detail the types and characteristics of VALVES. **8**

OR
2. a) What is POSITIVE THINKING? What are the benefits of positive thinking and attitude. **8**
b) Explain in detail: how to drive out NEGATIVE thinking and attitude. **8**
3. a) What are the barriers to effective communication? **8**
b) What are the types of communications? Write in detail about verbal and non-verbal communication. **8**

OR
4. a) Explain the different communication models in detail. **8**
b) Define interpersonal relations. What are the various functions of communications. **8**
5. a) What are the 3T's for public speaking. Mention the strategies for effective presentation. **8**
b) Write a note on skills assessed during presentation. **8**

OR
6. a) Define teamwork. Also explain in detail 5 components of teamwork. **8**
b) Write in detail on "How to build effective teamwork". **8**
7. a) What are the different ways of conducting interviews, also define the various types of interviews in detail. **8**
b) As a person to be interviewed, what are the preparations required before, during and after the interview. **8**

OR
8. a) What do you understand by 'PRESENTATION SKILLS'? Also explain types of presentation' in detail. **8**
b) Explain in detail the 'essentials of presentations'? **8**
9. a) What is decision making? What are the types of decision making? **8**
b) Write down the advantages and disadvantages of decision making. **8**

OR
10. a) What is STRESS? Write any 4 characteristic features of stress? Mention any three causes of stress. **8**
b) What are the types of stress? Write in detail about any 2 models of stress. **8**
