

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

P. Pages : 2

Time : Three Hours



GUG/W/23/13733

Max. Marks : 80

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- 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) 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**

OR

2. a) How to develop and improve soft skills? **8**
- b) Define soft skills and compare soft skills and hard skills. **8**
3. a) Define motivation. Also explain the needs of motivation. Explain Maslow's Hierarchy of needs in detail. **8**
- b) What are the types on communications. Write in detail about verbal and non-verbal communication. **8**

OR

4. a) Define interpersonal relations. Also write the functions of communications. **8**
- b) What are the barriers to effective communication. **8**
5. a) Define TEAMWORK. Also explain in detail the 5 components of critical teamwork. **8**
- b) Write in detail on "How to build effective Teamwork"? **8**

OR

6. a) Write a note on skills assessed during a group discussion. **8**
- b) Explain in detail about the elements of body language. **8**
7. a) Assuming that you are an interviewer, elaborate the steps to be considered while conducting 'Research interview' and 'job interview'. **8**
- b) As an interviewee what are the preparations to be made before, during and after interview. Write in detail. **8**

OR

8. a) What are the different ways of conducting interviews. Explain in detail 5 crucial elements of interview. 8
- b) Define INTERVIEW and its types in detail. 8
9. a) What is 'STRESS'? Write any 4 characteristics features of stress. Mention any 3 causes of stress. 8
- b) What are the types and causes of stress? Write in detail about any 2 models of stress. 8

OR

10. a) Define 'DECISION MAKING'. What are the types of decision making? 8
- b) Write down the advantages and disadvantages of decision making. 8
