

Time : 3 hrs
Total Marks: 100

1. a). How does the language shapes one's personality. (10)
b). Explain the importance of Soft skills in your own words. (10)
OR
2. a). What are the factors affecting interpersonal communication?(10)
b).Explain the different ways of responding to them. (10)
3. What are the components of Body language? Explain them elaborately (20)
OR
4. a). Explain the importance of audience analysis and its components. (10)
b). What are the sources of gathering information and how do you evaluate them? (10)
5. a). Necessitate planning and organizing for effective Leadership (10)
b). Explain the significance of Team work for the Modern Industry. (10)
OR
6. a). Enumerate the different ways of solving a problem. (10)
b).What is prioritizing? Explain how do you prioritize your tasks? (10)
7. a). What are the committees to be formed for organizing a three day National symposium?
Assign duties and responsibilities to each committee. (12)
b). Write your resume with cover letter to the Chairman, PMT Solutions, Coimbatore for the
post of General Manager. (8)
OR
8. a). Describe the Life skills laid down by WHO (10)
b). Explain the techniques of Selection Interview and the FAQs related to interview. (10)
9. a). Introduce the Chief Guest for the Valediction of your Literary Association. (10)
b). What are the significance of work place communication? (10)

Wishing you All the Best