

Anjuman Islam Janjira Degree College of Science
Murud-Janjira, Raigad-402401
Affiliated to University of Mumbai

Class: -F.Y.B.Sc C. S	Subject: - Soft Skill Development
Semester:- I	Course code: -USCS107
Exam Event:- Additional Exam Summer 2024 (FH)	Marks: -75
Date: - 28-03-2024	Duration: - 02:30 Hours

- N.B. –**
- 1 – All questions are compulsory.**
 - 2 – All questions have internal choice.**
 - 3 – Figures to the right indicate full marks.**

Q. 1. Answer the following questions: (Any 4 out of 6) 20

1. Explain the 3M model of communication.
2. Discuss the skills to develop emotional intelligence.
3. What is mean by soft skill? Write note on significance of soft skill.
4. Explain the Johari's Window.
5. Describe the etiquette at meeting.
6. What is the need for Emotional Intelligence?

Q.2. Answer the following questions :(Any 4 out of 6) 20

1. Write note on types of Group Discussion.
2. Give difference between Group Discussion, Panel Discussion and Debate.
3. What is Resume? How to develop an impressive Resume?
4. Discuss background information one must pursue about company before interview.
5. Define the term group discussion? Explain the importance of group discussion.
6. What are the different formats of Resume?

Q.3. Answer the following questions: (Any 4 out of 6) 20

1. Explain the six thinking hat method.
2. Comment on the team development stages.
3. Describe the different leadership trends.
4. Explain the term leader and leadership. Add a note on leadership traits.
5. What are the different steps for decision making?
6. Define negotiation. What are the negotiation fundamentals?

Q.4. Answer the following questions: (Any 4 out of 6) 15

1. State the significance of soft skill,
2. What are the general phone etiquette that can be followed at workplace?
3. Describe the term scannable resume.
4. Explain the seating arrangement in a group discussion.
5. Give the importance of work ethics.
6. What are the different types of team?