

B.S.W. Semester – 1 (NEP-2020) Examination**January-2024****ENG: Life Skills and Personality Development -1 (SEC-1)****Time: 1:00 Hours****Marks: 25****Instructions:**

1. All questions are compulsory.
 2. Figures to the right indicate marks.
-

- Que.1(A) Answer the following Questions in Brief. (Any two) (05)
- (1) What are the important telephone etiquettes?
 - (2) List the three table manners.
 - (3) Explain the classroom etiquettes.
- Que.1(B) Write a paragraph on the following situation. (Any one) (05)
- (1) Explore the emotions day before the exam. Describe stress, and relief associated with important exams and how to deal with them by making oneself strong.
 - (2) If one of your family members is met with an accident and his condition is very serious. what will be your emotional status? What will you do first? How will you console other family members? Give overall emotional experience and ways you tackle it.
- Que.2(A) Write paragraphs on the following goal settings. (any two) (05)
- (1) What would you like to choose after 12th exam? Which stream? Why? What are the future goals? Elaborate the above questions.
 - (2) What do you want to be after your graduation? What preparation are you doing to achieve that? list the plan out to achieve your goal.
 - (3) What is your dream place for tour? What do you know about it? When and how will you visit it? Express your ideas on your dream destination.
- Que.2(B) Multiple Choice Questions. (05)
- (1) What is the purpose of a resume in job interview?
 - (A) To list personal hobbies
 - (B) To show relevant skills and experiences
 - (C) To provide references
 - (D) Both a and C
 - (2) What should you wear to a job interview?
 - (A) Casual wear
 - (B) Formal wear
 - (C) Sportswear
 - (D) Bright colour clothes
 - (3) Why is it important to maintain eye contact during an interview?
 - (A) It shows confidence and attentiveness
 - (B) It intimidates the interviewer
 - (C) It is not important
 - (D) It helps to avoid nervousness
 - (4) When is the appropriate time to arrive for a job interview?
 - (A) 5 minutes after the scheduled time
 - (B) Right on time
 - (C) 15-20 minutes early
 - (D) a day before

- (5) How should you respond to the question, "What is your greatest weakness?"
- (A) Avoid the question by saying you have no weaknesses
 - (B) Provide a weakness that is irrelevant to the job
 - (C) Be honest about a genuine weakness and discuss how you're working to improve it
 - (D) Refuse to answer the question

Que.3(A) What is netiquette? (03)

OR

Describe important business etiquette.

Que.3(B) Complete the dialogue with proper answers from the bracket. (02)

(are suitable for the job, were your subjects , have any teaching, you speak)

Interviewer : Why do you think you ?

Sarita : Mam, I am qualified for the job and I have a passion for children and teaching. All these traits make me suitable for the job.

Interviewer : Canany foreign language?

Sarita : Yes, I can speak and write German.

Interviewer : What in graduation?

Sarita : Mam, I have graduated in Chemistry Honours.

Interviewer : Do you experience?

Sarita : Yes, I have teaching experience of 5 years in a public school.

Interviewer : Well, then we may consider you for the job.
