Total No. of Questions: 3]	SEAT No. :
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[5804]-302

S.Y. B.B.A. (**I.B.**)

302 : GLOBAL COMPETENCIES & PERSONALITY DEVELOPMENT

(2019 Pattern) (CBCS) (Semester - III)									
Time : 2½ Instructio		_	andidates:		[Max. Marks : 70				
1)	All q	juesti	ons are compulsory.		C				
2)	Draw neat diagrams wherever necessary.				·Cn+				
3)	Figu	res to	o the right indicate full n						
<i>Q1</i>) Obje	ective	e type	e questions :		[20]				
A)) Multiple choice questions:								
	i)	The	foremost skill required	for lear	rning a language is				
		a)	Writing skills	b)	Reading skills				
		c)	Speaking skills	d)	Listening skills				
	ii)	Con	nmunication helps offic	the employees.					
		a)	Eliminate	b)	Motivate				
		c)	Threaten	d)	Appraise				
	iii) The document that is used to do negative communication within the organisation is called								
) \	a)	Letter	b)	Memo				
(C)		c)	E-mail	d)	Telax				
	iv) Traits could be organised into three levels.								
	a) Primary, secondary, tertiary								
	b) Cognitive, emotional, physiological								
	c) id, ego, superego								
	d) Cardinal, central, secondary								

		V)	ΑĘ	good command over	a	is need of speech.					
			a)	Practice	b)	Language					
			c)	Gestures	d)	Activity					
	B)	Mat	ch th	ne pairs :		[:	5]				
			Gro	oup A		Group B					
		i)	Empathy a)		a)	Gathering information about oneself					
		ii)	Eth	ics	b)	Personal worth	•				
		iii)	Sel	f-assessment	c)	Non-verbal communication					
		iv)	Sel	f-esteem	d)	Ability to emotionally understand others					
		v)	Вос	dy language	e)	Set of rules that governs the behaviour of a person					
	C)	Ans	wer	in one sentence :	3 /	5]					
		i)	What is verbal communication?								
		ii)	What are the interpersonal skills?								
		iii)	What do you mean by self-image?								
		iv)	Sta	te any two obstacles	to positive	thinking.					
		v)	Def	fine stress.							
	D)	Fill	in th	e blanks :		[3	5]				
		i)	Fev	w traits can	not change	<i>.</i> .					
		ii)	Thinking oneself very different is								
		iii)	The word 'Personality' has been derived from the Latin word								
	つ `	iv) also refers to the degree of emotional instability									
•		v)	v) Your is your pattern of thinking, feeling & behaviour that determines who you really are as an individual.								
Q2)	Lon	g ans	wer	questions : (Solve ar	y 3 out of	$[3 \times 10 = 30]$	0]				
	that shape one's personality?										
	ii)	ii) Explain the Johari window in detail.									

- What is self-Image? How to develop positive self-Image? iii)
- What do you mean by social Etiquettes? Provide guidelines for social iv) Etiquettes.
- Explain the People's skills in detail. V)
- SPRIJQUESTION Papers Coff Q3) Write short notes on (Solve any 4 out of 6):

 $[4 \times 5 = 20]$

