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SEAT No. :

**P5949**

[Total No. of Pages : 3

**[6143]-303**

**S.Y.B.B.A.**

**303 : GLOBAL COMPETENCIES AND PERSONALITY  
DEVELOPMENT  
(2019 Pattern) (CBCS) (Semester -III)**

*Time : 2½ Hours]*

*[Max. Marks : 70*

*Instructions to the candidates:*

- 1) *All questions are compulsory.*
- 2) *Figures to the right indicates full marks.*

**Q1) A) Fill in the Blanks. (any 5)**

**[5]**

- a) A \_\_\_\_\_ speaker looks into the eyes of the audience.
- |                |              |
|----------------|--------------|
| i) Confident   | ii) Impolite |
| iii) Impatient | iv) Rude     |
- b) What is full form of MBTI.
- |                                      |
|--------------------------------------|
| i) Myers-Briggs Type Indicator       |
| ii) McGregor's-Briggs Type Indicator |
| iii) Mylan-Briggs Type Indicator     |
| iv) McDonald-Briggs Type Indicator   |
- c) SWOC Analysis is carried out on a \_\_\_\_\_ cell matrix.
- |           |           |
|-----------|-----------|
| i) Five   | ii) Six   |
| iii) Four | iv) Three |
- d) What is full form of PD.
- |                              |                          |
|------------------------------|--------------------------|
| i) personal deviation        | ii) parental development |
| iii) personality development | iv) parental deviation   |

**P.T.O.**

- e) What does S in SMART means
- |             |              |
|-------------|--------------|
| i) Special  | ii) Specific |
| iii) Secret | iv) Silent   |
- f) Style of communication is
- |                 |               |
|-----------------|---------------|
| i) Appreciative | ii) Assertive |
| iii) Secretive  | iv) Positive  |

B) Match the following. [5]

- |                     |                                   |
|---------------------|-----------------------------------|
| a) Commitment       | i) Communication style            |
| b) Stay Organized   | ii) Way of time management        |
| c) Submissive       | iii) Type of workplace ethic      |
| d) Problem Solving  | iv) Technique to handle conflicts |
| e) Team composition | v) Group of people work together  |

C) True or False. (any 4) [4]

- a) Personality is the complex of mental characteristics that makes each of us unique from other people.
- b) The determinants of personality are biological, cultural, social and Situational factors.
- c) The tone of the speaker should be misleading.
- d) Leadership is the process of influencing others to achieve the organizational goals. T.
- e) Goal setting is the process of deciding what you want to accomplish and devising a plan to achieve the result you desire.

**Q2) Short Answer. (any 3)**

**[24]**

- a) Define Goal setting? Explain is SMART Technique?
- b) Write a detailed note on 7 C's of effective communication?
- c) What are the qualities of a good team?
- d) What is body language? What are its advantages and disadvantages?

**Q3) Long Answer. (any 2)**

**[32]**

- a) What do you understand by Personality? Explain its Nature and Characteristics?
- b) Explain the Trait Theory and Big Five Model of Personality Development.
- c) What is SWOC Analysis? Elaborate.
- d) Define Workplace Ethics? What are the benefits of ethics at workplace?

