LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034

U.G. DEGREE EXAMINATION – **GENERAL ENGLISH**

FOURTH SEMESTER – **APRIL 2022**

UEL 4202 – SOFT SKILLS FOR PROFESSIONAL DEVELOPMENT

Date: 18-06-2022 Dept. No. Max. : 100 Marks

Time: 09:00 AM - 12:00 NOON

Part-A

I. Attempt any **five** of the following in about **100-150** words each: (5x8=40)

1. List the basic qualities a leader should develop in order to be effective.
2. Explain the acronym AUDIENCE in the context of presentation skills.
3. Define Teamwork. Enumerate the dynamics of Team Work.
4. Bring out the importance of Interpersonal skills.
5. Write about the significance of negotiation skills.
6. Explain the significance of Non-verbal communication in effective communication.
7. Discuss any three prominent kinds of leadership styles.
8. Comment on the role of soft skills for employability.

Part-B

II. Answer any **three** of the following in about **400** words each**:** (3x20=60)

9. Draft a powerful presentation with ten slides on any **one** of the topic: Reduce, Reuse and Recycle the use of Plastics
10. Discuss in detail the importance of social skills and multicultural communication in a workplace.
11. Suggest a creative solution for Aircrafts that can fly by flapping wings like birds..
12. Discuss in detail the importance of developing the skills of Public speaking. Highlight the essential characteristics of an effective Speaker.
13. Draft a speech on the topic "Advantages of Online learning."

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