



Roll No:

B.TECH.**(SEM. II) THEORY EXAMINATION 2025-26**
SOFT SKILLS**TIME: 3 HRS****M.MARKS: 70****Note:** Attempt all Sections. In case of any missing data; choose suitably.

Students are instructed not to disclose any of their real identity or personal information in any question or answer. Students must pay special attention that wherever there is a space for name, mobile number, email, or any other personal details, they should not write any real or fictional information. Such spaces should either be left blank or filled only with "XXX / XXXX" to complete the answer. During the examination, all personal information must be kept completely confidential.

SECTION A**1. Attempt all questions in brief.****02 x 7 = 14**

Q no.	Question	CO	Level
a.	Transform the following sentences as directed: i) Despite his illness, he attended the meeting. (Complex sentence) ii) He worked hard and he passed the examination. (Simple sentence)	1	K1
b.	Identify and correct the error in these sentences: i) The group of students were excited about the field trip. ii) A bouquet of roses smell lovely. iii) A number of students has passed the test. iv) The news are very shocking.	1	K2
c.	Define Active Listening and explain how it differs from simple hearing.	2	K1
d.	What is TED Talk? How can it be used to improve listening skills?	2	K2
e.	Write a one-paragraph notice for a college cultural event. Invent necessary details. (Don't open any of your identity)	3	K2
f.	What is 'stage fright'? Mention any two techniques to overcome it.	4	K1
g.	State the difference between 'eustress' and 'distress'.	5	K1

SECTION B**2. Attempt any three of the following:****07 x 3 = 21**

Q no.	Question	CO	Level
a.	Define Homophones and Homonyms. Explain the difference between them with examples. Then use the following homophones correctly in sentences (use both words in separate sentences): (i) stationery / stationary (ii) principal / principle (iii) complement / compliment (iv) whether / weather (v) accept / except	1	K3
b.	Describe the qualities and traits of a good listener in detail. Explain how each trait contributes to effective communication and give practical examples wherever possible.	2	K3
c.	Write a detailed note on the different reading styles. Explain all the reading styles with their definitions, purposes, techniques, and practical applications.	3	K2
d.	Define kinesics and explain its major components in detail. How does kinesics complement or sometimes contradict verbal communication? Give suitable examples.	4	K3



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e.	Write a detailed essay on the essential qualities of an effective leader. Explain how each quality contributes to the success of a team and organization.	5	K2
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SECTION C**3. Attempt any one part of the following: 07 x 1 = 07**

Q no.	Question	CO	Level
a.	Describe the process of "New Word Formation". Give two examples for each method and explain how these processes enrich the English language.	1	K2
b.	Form words using appropriate prefixes or suffixes for the following root words. Write the new word and use it in a sentence: (i) Agree → (add prefix) (ii) Kind → (form noun) (iii) Employ → (form noun) (iv) Honest → (form antonym) (v) Complete → (form adjective with opposite meaning) (vi) Success → (form adverb) (vii) Qualify → (form opposite)	1	K3

4. Attempt any one part of the following: 07 x 1 = 07

Q no.	Question	CO	Level
a.	Explain the different types of listening with definitions and examples. Also explain how effective note-taking supports the listening process. Discuss at least four types of listening and one note-taking method.	2	K2
b.	Explain the importance of content and sequencing in a speech. How should a speaker plan, organize, and deliver a speech effectively?	2	K2

5. Attempt any one part of the following: 07 x 1 = 07

Q no.	Question	CO	Level
a.	Explain in detail the inductive and deductive methods of writing. How do they differ in structure and purpose? Write a sample paragraph using each method on the topic 'Benefits of Exercise'.	3	K3
b.	Explain the structure and format of a business letter in detail. Also write a sample business letter of complaint to a company regarding a defective product.	3	K3

6. Attempt any one part of the following: 07 x 1 = 07

Q no.	Question	CO	Level
a.	Explain in detail the four modes of speech delivery. Compare their advantages and disadvantages and state the appropriate context for each mode.	4	K3
b.	Write a comprehensive note on the paralinguistic features of voice, proxemics, and chronemics. Explain how each impacts communication in professional and social contexts.	4	K2

7. Attempt any one part of the following: 07 x 1 = 07

Q no.	Question	CO	Level
a.	Describe the role of a leader's communication style in shaping the culture of an organization with suitable examples.	5	K3
b.	Apply the 4 A's stress management technique to different workplace situations. Explain each strategy with its practical steps and suitable examples	5	K3