

6. (a) Define leadership skills and explain the role of "Sensitivity Training" in building an inclusive team. 10
- (b) Suggest three practical ways to argue politely during a professional debate. 5
7. Draft a standard Covering Letter and a Resume for a job application in a technology firm. Ensure you follow the correct layout and professional format. 15



Roll No. ....

Total Pages : 04

**324412**

May 2026

**B.Sc. (AM) (Fourth Semester)**

**Personality Development and Soft Skills**

**(OENG-301A)**

*Time : 3 Hours]*

*[Maximum Marks : 75*

**Note :** It is compulsory to answer all the questions (1.5 marks each) of Part A in short. Answer any *four* questions from Part B in detail. Different sub-parts of a question are to be attempted adjacent to each other.

**Part A**

1. (a) Define Scientific Temper. 1.5
- (b) What is a logical fallacy ? 1.5
- (c) Distinguish between SWOC and STEP. 1.5

- (d) What is the primary goal of Sensitivity training ? 1.5
- (e) Define Crisis-handling. 1.5
- (f) What is USP ? 1.5
- (g) State the purpose of writing an abstract. 1.5
- (h) Differentiate between hypothesis and thesis. 1.5
- (i) What is the role of a covering letter ? 1.5
- (j) Comment on CSR. 1.5

**Part B**

- 2. (a) Conduct a comprehensive SWOC Analysis (Strengths, Weaknesses, Opportunitie, and Challenges) of yourself from the perspective of a 'Corporate-Ready' fresher. Your analysis must demonstrate a complete understanding about your role. 10

- (b) Review the role of international bodies like the WTO and IMF in the current global economic scene. 5
- 3. (a) Explain the difference between a Hypothesis and a Thesis in formal report writing. 5
- (b) Choose three of the "Seven Cs of Communication". Explain, how they help overcome specific barriers to effective communication ? 10
- 4. Discuss the importance of Presentation Skills and Mock Interviews in enhancing employability. Provide a set of five guidelines for delivering an impactful corporate presentation. 15
- 3. (a) Discuss the role of logical fallacies in weak arguments. 5
- (b) Draft a professional "Unique Selling Proposition" (USP) for yourself for an entry-level corporate role. 10