

End Semester/Reappear (Semester V) Examination December, 2024

Programme: BPT

Course: Managerial Skills

Course Code: 40BPT.303

Enrolment no. _____

Full Marks: 70

Time: 3 Hrs.

Q.No.	Questions	CO	Bloom Taxonomy Category	Marks
Section I				
1	Short Answer type questions. Answer any four.			4 x 5 = 20
a	Bring out the difference between Self Discovery and Self Exploration.	CO1	Understand	
	or			
b	'Do you think rapport building is important for individual success? Evaluate.	CO1	Evaluate	
	or			
	Explain the term 'Balancing Work and Life'.	CO2	Understand	
c	or			
	Mention few of the Learned Skills and Intuitive Skills.	CO2	Analyze	
d	Describe Stress Management.	CO3	Understand	
	or			
d	Explain Time Management.	CO3	Understand	
	or			
d	How can one develop confidence? Explain.	CO4	Understand	
	or			
	Explain Job Communication skills.	CO4	Understand	
Section II				
Long Answer type questions.				
2	'Transactional Analysis is psychological framework that delves into the examination of Interpersonal transactions between individuals.' Discuss the given statement.	CO1	Understand	3 x 10 = 30
	or			
3	Establish a relation between JOHARI Window improves self-awareness.	CO1	Create	
	or			
3	Discuss the benefits of facing challenges and taking initiatives in organization.	CO2	Understand	
	or			
4	Discuss the need of Lateral Thinking.	CO2	Understand	
	or			
4	'Time Management leads to effectiveness of work in an organization'. Discuss. Explain the given terms: (a) Important (b) Urgent.	CO3	Understand	
	or			
	Bring out the difference between Stress, Anxiety and Tension.	CO3	Analyze	
Section III				
Application based questions				
5	A candidate should communicate clearly to the interviewer about himself and his work. What parameters are taken into consideration to improve his quality in communicating the answer to the interviewer?	CO4	Evaluate	1 x 20 = 20
	or			
	Identify the techniques, which should be used by the interviewee to get a good job.	CO4	Evaluate	

COURSE OUTCOME
CO 1: Understand the importance of self-management.

CO 2: Develop the ability of strategic thinking.

CO 3: Understand the importance of motivation, time management and attitude.

CO 4: Understand the importance of employability skills.