

**End Semester/Reappear (Semester II) Examination July 2022**

**Programme: B. Pharm**  
**Subject: Professional Skills**  
**Subject Code: 40B.453**  
**Enrollment No: \_\_\_\_\_**

**Full Marks: 70**  
**Time: 3 Hrs.**

**Section I**

- 1. Short Answer type questions. Answer any four. 4 x 5 = 20**
- 'Facing an Interview is also a Skill'. Mention the skills required during the process of Interview.
  - Describe the essential components of a good Resume.
  - Explain job communication process.
  - Explain Presentation Skills.
  - Explain the given terms: (i) Trust (ii) Collaboration
  - Define Brainstorming.

**Section II**

- Long Answer type questions. Answer any three. 3 x 10 = 30**
- As a fresher draft a Resume of your own.
  - Explain the common errors in a Group Discussion.
  - Describe: (a) Teleconferencing (b) Video Conferencing
  - Explain the importance of time, place and adaptability of a diverse culture.
  - 'The role of digital channel in transmitting information is of utmost importance today.' Explain the given statement in context of COVID-19 pandemic.

**Section III**

- Application based questions. Answer any one. 1 x 20 = 20**
- You have applied for the post of Pharmacist in a reputed Hospital. Recently you got a call from HR Executive to face Video Conferencing Interview on a given date. Which of the skills you will adopt to get selected in the interview?
  - We have two ears and one mouth so that we can listen twice as much as we speak'. Explain the statement in view of the importance of listening skills in personal as well as professional life.
  - Describe the aspect of Corporate Etiquette in promoting Teamwork.

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