

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

NOIDA INSTITUTE OF ENGINEERING AND TECHNOLOGY, GREATER NOIDA
(An Autonomous Institute Affiliated to AKTU, Lucknow)

B.Tech

SEM: VI - THEORY EXAMINATION (2025 - 2026)

Subject: Soft Skills & Personality Development

Time: 3 Hours

Max. Marks: 100

General Instructions:

IMP: Verify that you have received the question paper with the correct course, code, branch etc.

1. This Question paper comprises of **three Sections -A, B, & C**. It consists of Multiple Choice Questions (MCQ's) & Subjective type questions.

2. Maximum marks for each question are indicated on right -hand side of each question.

3. Illustrate your answers with neat sketches wherever necessary.

4. Assume suitable data if necessary.

5. Preferably, write the answers in sequential order.

6. No sheet should be left blank. Any written material after a blank sheet will not be evaluated/checked.

SECTION-A

20

1. Attempt all parts:-

- (1.1) You notice your audience looks confused during a public talk. What should you do first? (CO1, K3) 1
- (a) Increase the volume of your voice
 - (b) Continue as planned to maintain confidence
 - (c) Pause and rephrase the key point with an example
 - (d) End the presentation early
- (1.2) A medical professional explaining a diagnosis to a patient should: (CO1, K3) 1
- (a) Use complete medical terminology
 - (b) Use domain terms without explanation
 - (c) Simplify domain terms into common language
 - (d) Avoid explanation altogether
- (1.3) While giving a presentation, a speaker frequently touches his face and shifts weight from one foot to another. This may indicate: (CO2, K2) 1
- (a) Authority
 - (b) Nervousness
 - (c) Overconfidence
 - (d) Satisfaction
- (1.4) Two colleagues are standing close together while discussing a confidential matter. What does their reduced physical distance most likely reflect? (CO2, K2) 1
- (a) Formal relationship
 - (b) Lack of respect
 - (c) Trust or familiarity

- (d) Anger
- (1.5) An interviewer asks about awards mentioned in the resume. This act checks: (CO3, K3) 1
- (a) Achievement authenticity
- (b) Dining manners
- (c) Phone network
- (d) Salary range
- (1.6) In a telephonic interview, asking about next steps shows: (CO3, K3) 1
- (a) Weakness
- (b) Fear
- (c) Disinterest
- (d) Confidence and interest
- (1.7) You must inform your project manager that a system deployment will be delayed due to unexpected testing failures. What is the most appropriate approach? (CO4, K3) 1
- (a) Avoid mentioning the delay
- (b) Mention the delay clearly, explain reason, and suggest revised timeline
- (c) Blame the testing team
- (d) Only apologize without explanation
- (1.8) A bad news message should begin with: (CO4, K3) 1
- (a) Indirect blame
- (b) Clear refusal immediately
- (c) A neutral or polite opening statement
- (d) No introduction
- (1.9) Ravi is technically strong but often misses deadlines because he doesn't clarify his message to his team. Which soft skill would help him the most in this situation? (CO5, K5) 1
- (a) Leadership
- (b) Time management
- (c) Communication
- (d) Creativity
- (1.10) You notice your colleague is busy with urgent work. What is the most courteous workplace behavior? (CO5, K5) 1
- (a) Start talking with others
- (b) Stay silent and complain later to coworkers
- (c) Maintain silence in the room so that he can focus on his work
- (d) Interrupt him to show your concern

2. Attempt all parts:-

- (2.1) A student delivers a presentation without prior practice and struggles with flow and confidence. Why is rehearsal essential for ensuring an effective individual oral presentation in this context? (CO1, K3) 2

- (2.2) How can you promote assertive communication? (CO2, K2) 2
- (2.3) When asked “Tell me about yourself,” Karan begins narrating his entire life story. Propose a structured approach he should use instead. (CO3, K3) 2
- (2.4) While listening to a client’s requirements, what two active listening techniques would help prevent misunderstanding? (CO4, K3) 2
- (2.5) A new employee joins your team and seems confused about office procedures. What should you do to maintain good workplace etiquette? (CO5, K5) 2

SECTION-B

30

Answer any one of the following:-

- (3.1) A speaker while addressing a large audience experiences nervousness, distractions, and communication barriers. What major challenges do speakers face while addressing large audiences, and how can practice and suitable techniques help deliver an effective public speech? (CO1, K3) 6
- (3.2) What are domain-specific terms? Discuss their significance in professional communication and analyze the problems that arise when such terms are misused in public or professional settings. (CO1, K3) 6

Answer any one of the following:-

- (3.3) Analyze a scenario where non-verbal communication was more powerful than verbal communication. Discuss why it was effective and explain the elements involved. (CO2, K2) 6
- (3.4) A doctor notices that a patient is fidgeting, avoiding eye contact, and speaking softly. How can non-verbal cues help the doctor assess the patient’s emotional state, and how should the doctor respond? (CO2, K2) 6

Answer any one of the following:-

- (3.5) A candidate struggles with behavioral questions about leadership. Explain how using the STAR method could improve their response. (CO3, K3) 6
- (3.6) During a case interview, sudden role-play is introduced. Discuss how adaptability improves performance. (CO3, K3) 6

Answer any one of the following:-

- (3.7) You are assigned to review a 30-page technical report on a new mechanical design under time constraints. Explain the reading strategies you would use to identify key information, evaluate feasibility, and prepare a summary for your supervisor. (CO4, K3) 6
- (3.8) You are reading system logs to identify the cause of a system crash. How would you analyze the logs and communicate your findings to both technical and non-technical stakeholders. (CO4, K3) 6

Answer any one of the following:-

- (3.9) An employee faces frequent setbacks and begins to lose motivation at work. Discuss the role of a good leader to help him at the workplace. (CO5, K5) 6
- (3.10) Analyse the importance of time management and suggest effective techniques to improve performance. (CO5, K5) 6

SECTION-C

50

4. Answer any one of the following:-

- (4.1) Analyze the role of leadership, teamwork, and communication skills in achieving success during a group discussion with suitable examples. (CO1, K3) 10
- (4.2) Explain how you would prepare your content, design visuals, and ensure clear communication during a presentation. (CO1, K3) 10
5. Answer any one of the following:-
- (5.1) You are presenting in a technical seminar, but the audience seems distracted. Explain how you would use hand movements, gestures, eye contact, and vocal variation to regain attention and improve audience engagement. (CO2, K2) 10
- (5.2) A client appears impatient during your explanation. Discuss how you would use paralanguage techniques such as pacing, pausing, and tone to communicate clearly and calmly. (CO2, K2) 10
6. Answer any one of the following:-
- (6.1) Compare the art of storytelling versus direct factual responses in a discussion at work. Give suitable workplace examples. (CO3, K3) 10
- (6.2) Discuss appropriate upper-body attire and colour selection for camera visibility during an online business meeting. (CO3, K3) 10
7. Answer any one of the following:-
- (7.1) You are invited to present a talk on "Climate Literacy" in an event attended by technical experts and non-technical executives. Explain how you would design and deliver your presentation to address both audiences effectively. Discuss structure, language adaptation, visual aids, and audience engagement strategies. (CO4, K3) 10
- (7.2) You are attending an international technical conference where speakers use unfamiliar terminology and accents. Explain how you would use listening and note-taking strategies to ensure accurate understanding and future application of the information. (CO4, K3) 10
8. Answer any one of the following:-
- (8.1) A new employee often plays loud music, eats strong-smelling food, and frequently invades colleagues' cubicle space. As a team leader, explain how you would address the issue professionally while maintaining workplace harmony. Discuss the impact of poor cubicle etiquette on productivity and relationships. (CO5, K5) 10
- (8.2) "Self-awareness is the foundation of personality development." Justify this statement by explaining how realizing one's strengths and limitations helps in personal and professional growth. (CO5, K5) 10