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Question Paper Version : A

Third Semester B.E./B.Tech Degree Examination, Dec.2024/Jan.2025
Development of Soft Skills for Engineers

Time: 1 hr.]

[Max. Marks: 50

INSTRUCTIONS TO THE CANDIDATES

1. Answer all the **fifty** questions, each question carries one mark.
2. Use only **Black ball point pen** for writing / darkening the circles.
3. **For each question, after selecting your answer, darken the appropriate circle corresponding to the same question number on the OMR sheet.**
4. Darkening two circles for the same question makes the answer invalid.
5. **Damaging/overwriting, using whiteners** on the **OMR** sheets are strictly prohibited.

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1. What is the key aspect of everyday leadership?
a) Delegation
b) Leading by example
c) Dictating orders
d) Avoiding responsibility
 2. Emotional intelligence is primarily concerned with managing which of the following :
a) External circumstances
b) Financial resources
c) Emotions of oneself and others
d) Business strategies
 3. Which of the following is a key characteristic of an effective leader?
a) Authoritarian behavior
b) Lack of communication
c) Ability to collaborate
d) Disregard for team opinions
 4. What is the first step in improving listening skills?
a) Ignoring distractions
b) Practicing active listening
c) Speaking first
d) Writing notes
 5. Which of the following is a part of emotional intelligence?
a) Conflict avoidance
b) Self – awareness
c) Persuasion
d) Ignorance
 6. What is the purpose of collaborative leadership?
a) Working alone
b) Encouraging individualism
c) Achieving common goals through team work
d) Focusing on personal success.
 7. Which of the following is crucial for effective research and analysis?
a) Relying on assumptions
b) Thorough data collection
c) Neglecting facts
d) Avoiding critical thinking

8. Leadership styles that emphasize teamwork and participation are known as.
a) Autocratic b) Transactional c) Democratic d) Laissez - faire
9. What does analytical thinking primarily involve?
a) Guess work b) Systematic examination of information
c) Random conclusions d) Avoiding logic
10. Which component of emotional intelligence helps you build better relationships?
a) Self - Regulation b) Ignoring emotions c) Arrogance d) Lack of empathy
11. Which of the following is an example of non – verbal communication?
a) Email b) Facial Expressions
c) Telephone conversation d) Written report
12. What is the primary goal of stress management?
a) To eliminate all stress b) To cope effectively with stress
c) To Ignore stress d) to avoid challenges
13. Which part of an email contains the recipient's name?
a) Subject line b) Greeting c) Signature d) Body
14. Which of the following is NOT a component of verbal communication?
a) Speaking b) Writing c) Gestures d) Listening
15. What is the purpose of a subject line in an email?
a) To make the email longer b) To summarize the content
c) To ask questions d) To confuse the reader
16. What is key feature of an effective presentation?
a) Reading from slides b) Engaging the audience
c) Using complex language d) Avoiding eye contact
17. Which of the following is a method to manage stress?
a) Procrastination b) Meditation c) Multitasking d) Ignoring deadlines
18. Body language is a important aspect of which type of communication.
a) Verbal Communication b) Non - verbal Communication
c) Written Communication d) Digital Communication
19. Which of the following is crucial for successful public speaking?
a) Nervousness b) Confidence
c) Avoiding the audience d) Reading the notes
20. Which of the following helps improve presentation skills?
a) Lack of preparation b) Rehearing beforehand
c) Overloading slides d) Avoiding feedback
21. What is the main goal of negotiation?
a) To win at all costs b) To reach a mutual agreement
c) To impose one's view d) To avoid discussion

22. What is a common method to resolve conflicts in projects?
 - a) Ignoring the issue
 - b) Escalating the problem
 - c) Finding a compromise
 - d) Blaming others
23. What is meant by project scope?
 - a) The project's timeline
 - b) The work required to complete the project
 - c) The project's budget
 - d) The project's location
24. Which of the following is a type of project risk?
 - a) Unexpected costs
 - b) Guaranteed success
 - c) Unlimited resources
 - d) Absence of deadlines
25. What is the main purpose of strategic planning?
 - a) To create short – term goals
 - b) To define long – term objectives and actions
 - c) To avoid competition
 - d) To reduce project costs
26. What does project time management involve?
 - a) Assigning tasks randomly
 - b) Ensuring project completion on schedule
 - c) Ignoring deadlines
 - d) Delaying decisions
27. Which of the following is critical for successful negotiation?
 - a) Lack of preparation
 - b) Active listening
 - c) Aggression
 - d) Avoiding compromise
28. Which element is NOT part of cost management in projects?
 - a) Estimating costs
 - b) Budgeting
 - c) Ignoring expenses
 - d) Controlling expenses
29. What is the key aspect of managing project risk?
 - a) Avoiding risks completely
 - b) Identifying and mitigating risks
 - c) Ignoring potential issues
 - d) Increasing risk factors
30. What is the primary goal of time management in projects?
 - a) To reduce project complexity
 - b) To ensure timely completion
 - c) To delay tasks
 - d) To extend deadline indefinitely
31. Which of the following is crucial for creativity?
 - a) Rigid thinking
 - b) Flexibility
 - c) Avoiding new ideas
 - d) Repetitive tasks
32. What is the first step in problem – solving?
 - a) Defining the problem
 - b) Ignoring the problem
 - c) Implementing a solution
 - d) Skipping analysis
33. What is the key skill required for writing code?
 - a) Creativity
 - b) Guess work
 - c) Ignoring syntax
 - d) Avoiding logic

34. Cross – functional skills involve working across different
a) Departments
b) Individuals only
c) Single areas
d) Project without teams
35. Which of the following describes digital product management?
a) Managing physical products
b) Overseeing the lifecycle of digital products
c) Avoiding digital tools
d) Managing non – digital resources.
36. Which of the following is critical in problem solving?
a) Delaying decisions
b) Analyzing the root cause
c) Ignoring challenges
d) Following assumptions
37. What is required for effective cross – functional collaboration?
a) Isolation
b) Teamwork across department
c) Ignoring other's roles
d) Focusing on personal tasks only
38. Which skills helps in managing digital products efficiently?
a) Time management
b) Coding alone
c) Ignoring feedback
d) Using outdated technology
39. Creativity often involves thinking in which way?
a) Narrow – minded
b) Out – of the box
c) Traditional
d) Predictable
40. What is essential for managing cross – functional projects?
a) Ignoring collaboration
b) Strong communication across teams
c) Focusing on individual performance
d) Avoiding team meetings
41. What is adaptability in the workplace?
a) Refusing to change
b) Adjusting to new situations
c) Ignoring new challenges
d) Avoiding collaboration
42. Which of the following is an application of everyday leadership?
a) Ignoring other's input
b) Motivating team members
c) Leading with rigidity
d) Disregarding responsibilities
43. What is a key factor in staying positive at work?
a) Avoiding challenges
b) Focusing on solutions
c) Complaining constantly
d) Avoiding work
44. Which of the following is crucial for effective teamwork?
a) Selfishness
b) Collaboration
c) Lack of communication
d) Ignoring team goals
45. Which of the following best describes people skills?
a) The ability to work well with others
b) Avoiding interaction
c) Being argumentative
d) Isolating oneself

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