

**2024/TDC (CBCS)/EVEN/SEM/  
ENGSEC-401T/292**

**TDC (CBCS) Even Semester Exam., 2024**

**ENGLISH**

**( 4th Semester )**

**Course No. : ENGSEC-401T**

**( Soft Skills )**

Full Marks : 50

Pass Marks : 20

**Time : 3 hours**

*The figures in the margin indicate full marks  
for the questions*

**UNIT—I**

**1. Answer any three of the following questions :**

**1×3=3**

- (a) Who is a proactive team leader?
- (b) What is meant by team goals?
- (c) Mention a benefit of teamwork.
- (d) What is team spirit?

**2. Answer any one of the following questions :**

**2**

- (a) How can effective listening contribute to teamwork?
- (b) Mention two advantages of teamwork.

( 2 )

3. Answer any *one* of the following questions : 5
- (a) Why are teamwork skills important?
  - (b) Briefly discuss the power of teamwork in achieving success.

UNIT—II

4. Answer any *three* of the following questions :  
1×3=3
- (a) Why do we need adaptability skills?
  - (b) What is low adaptability?
  - (c) What is adaptability level?
  - (d) Is adaptability a leadership skill?
5. Answer any *one* of the following questions : 2
- (a) What are the major types of adaptability?
  - (b) What is adaptability in everyday life?
6. Answer any *one* of the following questions : 5
- (a) How should we improve adaptability skills?
  - (b) Discuss the importance of resilience as an adaptability skill.

UNIT—III

7. Answer any *three* of the following questions :  
1×3=3
- (a) What is the primary goal of leadership?

( 3 )

- (b) What is democratic leadership?
- (c) What is the difference between a leader and a manager?
- (d) What is autocratic leadership?

8. Answer any *one* of the following questions : 2
- (a) Why is leadership important?
  - (b) Who is a visionary leader?
9. Answer any *one* of the following questions : 5
- (a) Discuss the role and function of a team leader.
  - (b) Discuss some basic steps involved in leadership.

UNIT—IV

10. Answer any *three* of the following questions :  
1×3=3
- (a) How do you identify a problem?
  - (b) What is analytical problem solving?
  - (c) What is decision-making skill?
  - (d) What is problem solving?
11. Answer any *one* of the following questions : 2
- (a) What is root cause analysis in problem solving?
  - (b) How is problem solving related to success?

12. Answer any *one* of the following questions : 5

- (a) What are the common types of problem?
- (b) Discuss some basic problem-solving skills.

UNIT—V

13. Answer any *three* of the following questions :

1×3=3

- (a) What is reflective problem solving?
- (b) Mention a feature of an effective problem solving.
- (c) Mention a common obstacle to effective problem solving.
- (d) What is cognitive growth?

14. Answer any *one* of the following questions : 2

- (a) What are crisis management skills?
- (b) What are the ways to avoid problems?

15. Answer any *one* of the following questions : 5

- (a) Discuss how problem solving is related to leadership.
- (b) What are the advantages of problem solving?

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