

**DR. B. C. ROY COLLEGE OF PHARMACY & ALLIED HEALTH SCIENCES,**  
**DURGAPUR.**

**B. PHARM ADD-ON COURSE, FINAL ASSESSMENT EXAMINATION, 2022-2023.**

**Paper: Soft Skills Enhancement.**

**Date: 16.06.2023.**

**Time: 3 hrs.**

**F.M.-100.**

Attempt **All** the Questions.

**Q1) Short Answer Questions. (10x2=20)**

- What are soft skills? Differentiate between hard skills and soft skills?
- Explain 2 importance of knowing yourself.
- What are values?
- What are group discussions? Mention 2 importance of group discussions.
- What are the benefits of etiquette?
- Differentiate between etiquettes and manners.
- Why should one practice good manners?
- Differentiate between Resume and Biodata/CV.
- How can one save time?
- What are the causes of teenage stress?


**Q2) Answer the following questions briefly: (10x4=40)**

- Explain 4 ways that can help you to develop positive attitude.
- Which attributes are regarded as soft skills?
- What is SWOT analysis? What are the benefits of SWOT analysis?
- 'Leadership skills enable an individual to become a team leader'. Justify.
- What are the qualities treated as modern etiquettes?
- Discuss briefly about the 80:20 rule of time management.
- What are the positive effects of physical stress?
- What are the negative effects of psychological stress?
- List down a few cognitive symptoms of stress.
- How can an individual acquire soft skills?

**Q3) Long answer type questions: (4x10=40)**

- Discuss in brief about the different parts of body language.
- Classify the different forms of etiquettes.
- What are the steps a person can take to manage stress?
- What are the benefits of a positive attitude? What are the components and categories of measuring attitude? Do you think that having a negative attitude at your workplace can be a threat to your sustainability in the organization?



  
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