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## CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY HEAD OFFICE: GUINDY, CHENNAI – 600 032. ACADEMIC CELL

**SECOND SEMESTER EXAMINATION - JULY 2022** 

Duration 3 Hours Max, Marks: 60 Date: 18.07.2022 Course :: DPT

Subject Communication English-II Time: 02.00 p.m. to 05.00 p.m.

= 30

	(DO NOT CHANGE SEQUENCE OF QUESTION NUMBER IN ANSWER SCI	RIPT)
	PART – A	20 v 4
Chass	Answer all questions	30 x 1
	se the most suitable alternative from the options given below –	
I.	I think you go out and meet new people.  (i) Should (ii) mustn't (iii) must (iv) would	
2	(i) Should (ii) mustn't (iii) must (iv) wouldyou please lend me your pen?	
۷.	(i) will (ii) could (iii) can (iv) may	
3	She kept her purse the bed.	
٥.	(i) in (ii) into (iii) on (iv) to	
4	This is the car belongs to my brother	
	(i) which (ii) whom (iii) who (iv) this	
5.	A boy doesn't play games will never be healthy.	
•	(i) which (ii) whom (iii) who (iv) that	
6.		
	(i) Discent (ii) descent (iii) desent (iv) decsent	
7.	Some armed men tried to the passengers of their money.	
	(i) Steal (ii) rob (iii) take (iv) molest	
8.	,	
	(i) lives in (ii) lives on (iii) lives for (iv) lives to	
9.	This book rural economy.	
4.0	(i) deals on (ii) deals in (iii) deals for (iv) deals with	
10.	. The shopping center was about 20 years ago.	
11	(i) building (ii) build (iii) built (iv) builden	
11.	. Antonym of the word 'Comic' is —	
12	(i) Emotional (ii) fearful (iii) comedy (iv) tragic  Antonym of the word 'Advance' is –	
12.	(i) Retreat (ii) march (iii) return (iv) treat	
13	. <u>Shakespeare</u> is a famous English dramatist. Identify the <u>type of noun</u> .	
, ,	(i) material noun (ii) proper noun (iii) common noun (iv) abstract noun	
14.	Either Kiran or Ahmed stolen the ring.	
	(i) was (ii) has (iii) have (iv) were	
15.	. Mahesh is one of shortest boys in my class.	
	(i) no article (ii) a (iii) an (iv) the	
Fill in t	the blanks with the correct tense form of the verb -	
16.	. My father the doctor tomorrow.	
	(i) will consulted (ii) will consult (iii) will be consult (iv) will consulting	
17.	. They often the factory	
	(i) visiting (ii) have visited (iii) visit (iv) had visited	
18.	India her independence in 1947.	
40	(i) get (ii) gotten (iii) will get (iv) got	
19.	. He three essays so far.	
20	(i) written (ii) has written (iii) had written (iv) write	
20.	Ritaher work within three days. (i) has finish (ii) finish (iii) will finish (iv) will finished	
Write f	(i) has finish (ii) finish (iii) will finish (iv) will finished the full form of the following abbreviations/acronyms:	
	. GDP	
	. kWh	
	. MNC	
	. BIS	



- 26. A word that is used instead of an adjective is called a pronoun. (True/False)
- 27. The auxiliary 'used to' expresses a continuing habit. (True/False)
- 28. 'A' is used before a word beginning with a consonant sound. (True/False)
- 29. The present perfect continuous is used for an action which completed at some time in the past. (True/False)
- 30. The simple present is used to express general truths. (True/False)

Answer all questions (Max. 40 words)

 $4 \times 2 = 8$ 

- 1. Change the active sentences to passive sentences:
  - (i) Do you like tea?
  - (ii) Open the door.
- 2. Convert the following verbs into nouns -
  - Sing
  - (ii) Free
- Insert suitable suffixes for the following words
  - (i) Meaning
  - (ii) Develop
- 4. Match the words given in the column A with column B -

Α

Quadrant the state of being alone

Amateur providing extra help or support

Solitude a period of three months

a quarter of a circle's circumference Auxiliary Quarterly an unskilled person doing something

#### PART - C

Answer any four questions (Max. 100 words)

 $4 \times 3 = 12$ 

- 1. Your friend from Malaysia is visiting India during Diwali Vacations. Write an email inviting him to join Diwali celebrations with you at your residence.
- 2. Spot the errors in the following sentences and correct them -
  - Smoking is injurious for health. (i)
  - Ravi met in an accident. (ii)
  - We congratulated her for her success.
- 3. What are idioms? Write three examples.4. Define compound sentence and write three examples.
- 5. Complete the following conversation between a book seller and a student.

Book Seller : Welcome, please come in.

Student : .....?

Book Seller : Yes, we have some copies of 'Introduction to Shakespeare.'

Student : .....?

Book Seller : Each copy costs Rs. 350/-

Student : .....?

Book Seller : We've 'Othello', 'The Tempest' and so on.

Student : .....

Book Seller : Yes, we send the books by VPP too.

#### PART - D

Answer any two questions (Max. 300 words)

 $2 \times 5 = 10$ 

- 1. You are interested in doing a short term course in computer programming during your summer vacation. Write a letter to the Director, Computer World, Sector 22, Chandigarh, inquiring about the duration of the course and the terms and condition for admission.
- 2. You have placed an order for a few books with City Central Book Shop, New Delhi. You have not received the books so far. Write a letter to the bookshop complaining about the non-compliance of vour order.
- 3. Write a paragraph on 'Books are Our Best Companions' in not more than 150 words.



#### CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY HEAD OFFICE : GUINDY, CHENNAI – 600 032. **ACADEMIC CELL SECOND SEMESTER EXAMINATION - JULY 2022**

Duration 3 Hours Max. Marks: 60 Date: 19.07.2022 Course DPT

Subject : Engineering Mathematics Time: 02.00 p.m. to 05.00 p.m.

#### (DO NOT CHANGE SEQUENCE OF QUESTION NUMBER IN ANSWER SCRIPT)

#### PART\_A

30

	Answer all questions	30 x 1 =
1. Which of the following holds true for a) It has only magnitude c) A vector has both direction and m	b) It has only dir nagnitude d) A vector can	rection never be negative
2. Express $(\frac{1}{3} + 3i)^3$ in the form of $a + i$		1
a) $3+0i$ b) $\frac{-242}{27}+(-26i)$	c) 2+3i	d) $\frac{1}{3}$ +(-3i)
3. Find the magnitude of $\overrightarrow{a} + \overrightarrow{b}$ , if $\overrightarrow{a} = a$ ) $\sqrt{181}$ b) $\sqrt{81}$		0
4. Evaluate the dot product of $\vec{a} = \hat{i} + 3\hat{j}$	$+\widehat{2k}$ and $\overrightarrow{b}=\widehat{2i}+\widehat{3j}+\widehat{4k}$	hese
a)12 b) 19 5. What will be the value of x for which	the value of cosx is minimum	?
a) 0 b) -1	c) 1	d) Cannot be determined
a) 0 b) -1 6. If $A = \begin{vmatrix} \cos x & -\sin x \\ \sin x & \cos x \end{vmatrix}$ , then $ A $ a) $\frac{4}{3}\sin x$ b) 0		
a) $\frac{4}{3} sinx$ b) 0	c) 1 d) none of the	se
7. Find order and degree of $\frac{d^4y}{dx^4} + 4\frac{d^2y}{dx^2}$	=5y	
a) 4,1 b) 1,4	c) 2,5	d) none of these
8. Which symbol denote impossible eve	ent?	·
a) S b) Ф	c) β	d) µ
9. A Random Variable X can take only	two values, 4 and 5 such that	P(4) = 0.32 and $P(5) = 0.47$ .
Determine the Variance of X.		
a) 8.21 b) 12	c) 3.7	d) 4.8
10. find dy/dx of $y = \sin(ax + b)$ . a) a.cos $(ax + b)$ b) b.sin $(ax + b)$	(+ b) (a) a sin (ay	d) a see (ex t b)
11. If 2/11 is the probability of an event		
a) 2/11 b) 9/11	c) 5/11	d) 7/11
12. What is direction of vector a if it is		<i>a)                                    </i>
a) Downwards b) Upwards		d) Opposite
13. Angle between two vectors,	,	,
a) $\cos \theta = \frac{\vec{A} \cdot \vec{B}}{ \vec{A}  \vec{B} }$ b) $\sin \theta = \frac{\vec{A} \times \vec{B}}{ \vec{A}  \vec{B} }$	c) $\cos \theta = 0$ d) none	of these
14. If z=3xy+4x², what is the value of ∂a		
a) 3y+8x b) 3x+4x <sup>2</sup> c)		3y+3x+8x
15. Find the value of x and y, if vectors		
a) x=2, y=3 b) x=4, y=3	c) x=2 y=2	d) x=-3, y=2
16. $\frac{a}{dx}(tanx)$ is		
17. write the value of $\omega^3$		
18. If scalar product, the value i.i =		
19. The sum of happened and not happ	pened event is	
$20. \int u.v \ dx = \dots$		
21. If any two rows/column of a matrix		
22. Scalar quantities have direction and		
23. Possible orders of a matrix if it has		
<ul><li>24. r(cosx+isinx) is the polar form of co</li><li>25. Integration of sinx is cosx (True/Fa</li></ul>		<del>?</del> )



- 26.  $\frac{dy}{dx}$  stands for
- 27. The value of  $\int \frac{dx}{x}$  is
- 28. What is derivative of x<sup>n</sup> 29. Value of i<sup>15</sup> is
- 30. In  $\int_a^b f(y) dy$ , what is 'a' called as

Answer all questions (Max. 40 words)

 $4 \times 2 \approx 8$ 

- 1. Differentiate log (cose<sup>x</sup>)
- 2. Find the projection of vector  $a = \widehat{2i} + \widehat{3j} + \widehat{2k}$  on the vector  $b = \widehat{i} + \widehat{2j} + \widehat{k}$ ?
- 3. Find the middle term of  $(3 \frac{x^3}{6})^7$ ?
- 4. Evaluate  $\int \frac{dx}{x^2-16}$

#### PART - C

Answer any four questions (Max. 100 words)

 $4 \times 3 = 12$ 

1. Solve with Cramer's rule

$$3x-2y+4z=5$$
,  $x+y+3z=2$ ,  $-x+2y-z=1$ 

- 2. Find second order derivative of  $x^3 log x$ ? 3. compute  $(1+i)^{12}$  with the help of De'Movier theorem?
- 4. Find  $\frac{d}{dx} \sec(t an \sqrt{x})$ 5. Find  $\int_0^2 x^2 + 1 dx$

#### PART - D

Answer any two questions (Max. 300 words)

 $2 \times 5 = 10$ 

- 2. A random variable has following probability distribution find K and P ( $x \ge 3$ ).

Х	0	1	2	3	4
P(X)	0.1	K	2K	2K	K

3. If 
$$u=x^3+y^3+2x^2y$$
, find  $\frac{\partial u}{\partial x}, \frac{\partial u}{\partial y}$  and  $\frac{\partial^2 u}{\partial x^2}$ ,



#### CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY HEAD OFFICE: GUINDY, CHENNAI - 600 032. ACADEMIC CELL

**SECOND SEMESTER EXAMINATION - JULY 2022** 

Duration 3 Hours

Max. Marks: 60

Course 3 DPT

Date: 20.07.2022

26.°C 27.K 28.PE 29.t 30.f

Subject : Engineering Physics

Time: 02.00 p.m. to 05.00 p.m.

#### (DO NOT CHANGE SEQUENCE OF QUESTION NUMBER IN ANSWER SCRIPT) PART - A Answer all questions $30 \times 1 = 30$ 1. The French System of Units is known as (a) CGS System (c) SI System (b) FPS System (d) MKS System 2. The SI unit of length is (b) Millimetre (a) Metre (d) Kilometre (c) Foot 3. Velocity is a ..... quantity (a) Kelvin (c) Vector (b) Heat (d) Scalar 4. Activity involving a force and movement in the direction of force is known as..... (a) Power (b) Work (c) Friction 5. A collision where part of kinetic energy is changed to some other form of energy is known as (a) Elastic collision (b) Reversible collision (c) Irreversible collision (d) Inelastic collision 6. Stress that acts to shorten an object is known as (a) Shear Stress (b) Compression stress (c) Directed stress (d) Hydrostatic stress 7. Measure of stiffness of an elastic material is known as (a) Bulk modulus (b) Young's modulus (c) Poisson's ratio (d) Impulse 8. 273 K is equal to ...... (b) 100 °C (c) 373 °C (d) 212 °F (a) 0 °C 9. When heat is not transferred from the system to outside or from outside to a system, it is known (a) Adiabatic process (b) Isothermal process (c) Isobaric process (d) Isochoric process 10. All processes cease as temperature approaches absolute zero (a) First law of thermodynamics (b) Second law of thermodynamics (c) Third law of thermodynamics (d) Zeroth law of thermodynamics 11. A virtual image produced by a single mirror or lens is (b) Not inverted (c) Parallel (d) Perpendicular (a) Inverted 12. A curved mirror in which the reflective surface bulges towards the light source (a) Plane mirror (c) Convex mirror (d) Concave mirror (b) Prism 13. The process of an atom in higher energy state transiting to a lower energy state with external support is known as (a) LASER (b) Spontaneous emission (c) Stimulated emission (d) Coherent emission 14. When there are more number of atoms in higher energy state than lower it is known as (c) Conversion (b) Emission (d) Population inversion (a) Pumping 15. The active medium in Nd-YAG laser is YAG doped with (b) Mn<sup>2+</sup> doped (c) Mg<sup>2+</sup> doped (d) Nd<sup>3+</sup> doped (a) Cr3+ ion doped 16. A quantity is said to be .......... dimension, if that quantity is independent of basic units. 17. A fluid that has no resistance to shear stress is known as ..... 18. Ratio of size of the image to the size of the object is ......... 19. ..... Emits photons with high directionality 20. ..... is pumping donewith an electromagnetic radiation of energy. 21. Derived quantity can be expressed in terms of other physical quantity. True/False 22. Unit of second is also known as mean solar second. True/False 23. Energy can be created and destroyed. True/False 24. Water is thin having a lower viscosity while honey is thick having a higher viscosity. True/False 25. The hotter the object is, the slower it cools. True/False **Expand the following abbreviations**



Answer all questions (Max. 40 words)

 $4 \times 2 = 8$ 

- 1. What is a dimensionless constant?
- 2. What is centripetal force?
- 3. Define specific heat capacity.
- 4. What is population inversion?

#### PART - C

Answer any four questions (Max. 100 words)

 $4 \times 3 = 12$ 

- 1. State Newton's second law.
- 2. Define momentum of a body.
- Define momentum of a body.
   Derive the relationship between surface tension and surface energy.
   What is terminal velocity?
   Write down the laws of reflection.

#### PART - D

Answer any two questions (Max. 300 words)

 $2 \times 5 = 10$ 

- 1. State and explain the Newton's laws of forces.
- 2. Write short notes on (a) Hooke's law (b) Bulk modulus
- 3. Explain the principle and working of LASER.



### CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY HEAD OFFICE: GUINDY, CHENNAI - 600 032. ACADEMIC CELL

**SECOND SEMESTER EXAMINATION - JULY 2022** 

Duration 3 Hours

Max. Marks: 60

Course 3 DPT

Date: 21.07.2022

Subject Electrical & Electronics Engineering

Time: 02.00 p.m. to 05.00 p.m.

## (DO NOT CHANGE SEQUENCE OF QUESTION NUMBER IN ANSWER SCRIPT)

#### PART - A

		Answer all question	ons		$30 \times 1 = 30$
1	What is the unit of current?				
Ι.	a) Ampere b) Volt	a) Ohma	d) \/\att		
			u) vvali		
۷.	A battery is a source of which type of vo a) 1-phase AC Voltage b) 3-pha	nco AC Voltago	a) Roth a	and b	d) DC Voltago
2	EME in an electric circuit is equal to	in a made	c) Dulii a (	ט טווג	d) DC Voltage
٥.	EMF in an electric circuit is equal to a) flux b) frequency		d\ notontial a	lifforonco	
4	a) flux b) frequency What is the newer factor of DUDE CAD	C) WINT	d) potential c	merence	
4.	What is the power factor of PURE CAP	ACTIVE CITCUIL?	d\ Llmitu		
-	a) Lagging b) Leading	c) Zero	a) Unity		
Э.	n a six-pole D.C. machine a) all the four poles are south poles	h) all tha farm no	laa aua wauth wal		
i	a) all the four poles are south poles	b) all the four po	ies are north poi	es	
	c) two east poles follow west pole	d) alternate pole	s are north and	south	
6.	D.C Shunt motor is motor. a) constant speed b) low spe	! -> !-:!-		-1) -11-4 -4-5	_1
_ ;	a) constant speed b) low spe	ea c) nign	speea	a) over speed	a
7.	n an star connected circuit, the magnitu	de of each line cui	rrent is		
i	a)one-third the phase current b c)two-thirds the phase current d	equal to the corre	esponding phase	current	
- (	c)two-thirds the phase current d	)unity			
8.	n a three phase system, the voltages and 90° b) 100° c) 11	e separated by	40.00		
	a) 90° b) 100° c) 11	0° d)	120°		
9.	i secondary side voltage is nigher than	primary side voltaç	ge men uns uan	stormer is calle	ed
	a) step up transformer b) step	down transformer	c) C1	d)	PI
10.	Transformer core is made of a) bronze b) soft iron				
	a) bronze b) soft iron	c) sponge	e d)	copper	
11.	By which of the following systems elec-	tric power may be	transmitted?		
	a) underground system b) o	verhead system	c) Both	3 & b	d) insulator
12.	What device converts AC to DC?				
	a) Inverter b) Capacitor	c) Resistor	d) R	ectifier	
13.	Which device is used to protect the built	ldings from the eff	ect of lightning?		D. N
	a) Lightning conductor b) Ligh	nt house	c) Lightning ins	ulator	d) None of these
14.	What is the most useful example of ser	miconductor?	" -		
	a) Silicon b) Copper	c) Plastics	s d) G	old	
15.	NOT logic gate has a) four Inputs b)one input			D 41 1	
	a) four Inputs b)one input	c) two inp	uts	d) three Inpu	ıts
16.	Frequency of AC supply in India is	(fill in the	blank)		
17.	NOT of OR gate is called	(fill in the blank)	76H: H II I		
18.	Holes are the majority carrier in	semiconductor.	(fill in the blank	)	
19.	Transformer is rated in (fill in	n the blank)			
	Megger is used to measure			6.1	
	DC Generator working on the principal				e 1 3
	In parallel circuit, the current through e				
	In single-phase power supply system,		each up to 230 v	olts. (write tru	e or false)
	Diode has three no. of terminals. (write	•			
	Transformer is a static device. (write tr	ue or false)			
	What is abbreviation of EMF?				
	What is abbreviation of CT?				
	What is abbreviation of MCB?				
	What is abbreviation of <u>SCR</u> ?				
30.	What is abbreviation of pf?				

Answer all questions (Max. 40 words)

 $4 \times 2 = 8$ 

- 1. State Kirchhoff's Current Law (KCL).
- 2. Explain Electromagnetic Induction.
- 3. Write down do's and don'ts to avoid electric shocks.
- 4. Write down the truth table and Boolean expression of AND gate.

#### PART - C

Answer any four questions (Max. 100 words)

 $4 \times 3 = 12$ 

- 1. What are Series and Parallel Circuits?
- 2. Discuss about transformer core and develop the e.m.f. equation of transformer.
- Write down Faraday's 2<sup>nd</sup> law of Electromagnetic Induction.
   Explain about majority carriers and minority carriers of P-type and N-type semiconductors.
- 5. What is Time Period of a.c waveform and back e.m.f. of d.c motor.

#### PART - D

Answer any two questions (Max. 300 words)

 $2 \times 5 = 10$ 

- 1. Describe briefly the constructions of DC Machines with net sketch.
- 2. Explain using single line diagram how power is transferred from generating station to our home.
- 3. Draw and discussed about the process of converting AC to DC using I/P waveform, circuit diagram, O/P wave form for full wave rectifier.



# CENTRAL INSTITUTE OF PETROCHEMICALS ENGINEERING & TECHNOLOGY HEAD OFFICE: GUINDY, CHENNAI – 600 032. ACADEMIC CELL SECOND SEMESTER EXAMINATION - JULY 2022

Duration § 3 Hours

Course © DPT

Max. Marks: 60

Date : 22.07.2022

Subject © Development of Life Skills Time : 02.00 p.m. to 05.00 p.m.

#### (DO NOT CHANGE SEQUENCE OF QUESTION NUMBER IN ANSWER SCRIPT)

#### PART - A

Answer all questions

 $30 \times 1 = 30$ 

1.	A behavior change or behavior development approach designed to address a balance of three areas
	namely knowledge, attitude, and skills is called
	(a) Life skills (b) Job skills (c) Personal skills (d) Functioning skills
2.	The act of choosing between two or more courses of action is known as
2	(a) Self-awareness (b) Critical thinking (c) Empathy (d) Decision making
3.	An individual's freedom to go for any kind of possible rules or ideas to reach the solution is  (a) Syllogism (b) Algorithms (c) means-end-analysis (d) Heuristics
4.	(a) Syllogism (b) Algorithms (c) means-end-analysis (d) Heuristics Which method is not used to enhance life skills?
٦.	(a) Debate (b) Role play (c) Stress (d) Case study
5.	
	(a) self-awareness (b) empathy (c) creative thinking (d) critical thinking
6.	(a) self-awareness (b) empathy (c) creative thinking (d) critical thinking The model used for decision making is called:
	(a) SWOT model (b) MBTI model (c) POWER model (d) Johari-window model
7.	The psychological abilities for adaptive and positive behavior are known as
	(a) self-skill (b) vocational skills (c) life skills (d) recreational skills
8.	The relationship between two or more people is called
_	(a) intimate (b) cordial (c) intra-personal (d) inter-personal
9.	The first step in the process of solving a problem is
	(a) define and identify a problem (b) evaluate the outcome
10	(c) decide on a solution (d) evaluate alternatives.  The reaction of our body to people, events, and our own thoughts is called
10.	(a) stress (b) ometion (c) relationship (d) awareness
11	(a) stress (b) emotion (c) relationship (d) awareness Which method is used to enhance life skills?
	(a) Stress (b) MBIT (c) Self-unawareness (d) Audio-visual activities
12.	The basic qualities required for critical thinking are
. — .	(a) Flexibility (b) Persistence (c) Open-mindedness (d) All of the above
13.	In SWOT analysis, T stands for
	(a) Treatment (b) Tiredness (c) Thinking (d) Threat
14.	The ability to analyze information and experiences in an objective manner is called
	(a) critical thinking (b) problem solving (c) decision making (d) creative thinking
15.	Verbal skills, social skills, and body language are important aspects of
4.0	(a) effective communication (b) interpersonal skills (c) critical thinking (d) creative thinking
16.	is an individual's ability to appreciate the strengths and weaknesses of one's own
	character.  (a) Solf officery (b) solf category (c) solf regulation (d) solf gyeropage
17	(a) Self-efficacy (b) self-esteem (c) self-regulation (d) self-awareness The goal of the
17.	(a) Life skills (b) Job skills (c) Personal skills (d) Functioning skills
18	are ways in which we learn to deal with various stressors
10.	(a) coping skills (b) empathy (c) critical thinking (d) decision making
19.	is the ability to identify, cope with and find solutions to difficult or challenging situations.
	(a) Problem solving (b) coping skills (c) critical thinking (d) decision making
20.	means everyone is in the agreement or they may live with the agreement.
	(a) consensus (b) conflict (c) solution (d) happiness



- 21. We should work with our team if needed. (True/ False)
- 22. We should listen to our teachers. (True/ False)
- 23. Communication is more than just talking face to face (True/ False)
- 24. Body language is the exchange of information through the use of words. (True/ False)
- 25. Non-verbal communication includes gestures, facial expressions, and body positions. (True/ False)
- 26. Write the extended form of LEDO.
- 27. Write the extended form of IMHO
- 28. APE stands for.
- 29. In communication ALF stands for.
- 30. What does SOFT stand for?

Answer all questions (Max. 40 words)

 $4 \times 2 = 8$ 

- 1. What do you mean by attitude? Explain its components.
- 2. What do you mean by motivation?
- 3. What is the difference between hard skills and soft skills?
- 4. Explain the term "soft skill"

#### PART - C

Answer any four questions (Max. 100 words)

 $4 \times 3 = 12$ 

- 1. What are the basic elements of life skills?
- 2. Explain the role of chronemics in the presentation.
- 3. What is kinesics? How does body language help in communication?
- 4. What do you mean by professional values?
- 5. Describe three main components of life skills.

#### PART - D

Answer any two questions (Max. 300 words)

 $2 \times 5 = 10$ 

- 1. Write 10 (ten) characteristics of a good leader.
- 2. What are helpful tips for an effective telephonic or video interviews?
- 3. What are the essential qualities of a good employee in your opinion?