

# END TERM EXAMINATION

SECOND SEMESTER [BBA] MAY-JUNE 2012

Paper Code: BBA112

BBA(TTM)112

BBA(MOM)112

Subject: Personality Development &  
Community Skills-II

Time : 3 Hours

Maximum Marks :75

**Note: Attempt any five questions. All questions carry equal marks.**

- Q1 What are the different tools available for the oral presentation? Explain their advantages and disadvantages based on different factors such as usage, relevance, impact, cost etc.
- Q2 What is the motive behind a Group Discussions? What qualities are judged by the moderator in a GD?
- Q3 Write your resume' for the post of a Team Leader in an Event Management company. The particulars used (Name, Address etc.) are to be fictitious.
- Q4 What precautions will you keep in mind while reading a paragraph? How will you make your reading interesting to the audience?
- Q5 How can you make the presentation interesting? Explain with the help of different point you consider at different stages in making the presentation.
- Q6 What is a Proposal? What are the different parts of a Proposal? Explain importance of each.
- Q7 An impromptu speech will unnerve the best public speaker. One of the most daunting experiences a person can face is the request to deliver a speech without notice. What should be the steps incase you have been asked to deliver an impromptu speech.
- Q8 Explain **any two** of the following:-
- (a) Stress Interview
  - (b) Exit Interview
  - (c) PAL Rule (Organisation of data in presentation)