INSTRUCTIONS TO CANDIDATES

1. Immediately after the commencement of the Examination, you should check that this Booklet does not have any unprinted or torn or missing pages or items, etc. If any of the above defects is found, get it replaced by a Complete Question Booklet of the available series.

2. Write clearly the Question Booklet Version Code A, B, C, D or E in the appropriate space provided for the purpose, in the OMR Answer Sheet.

3. Enter the name of the Subject, Reg. No., Question Booklet version code and affix Signature on the OMR sheet. As the answer sheets are designed to suit the Optical Mark Reader (OMR) system, special care should be taken to fill those items accurately.

4. This Question Booklet contains 55 questions, Part – A contains 40 questions of one mark each. Part – B contains 15 questions of two marks each. All questions must be attempted. Each question contains four answers, among them one correct answer should be selected and shade the corresponding option in the OMR sheet.

5. All the answers should be marked only on the OMR sheet provided and only with a black or blue ink ball point pen. If more than one circle is shaded / wrongly shaded / half shaded for a given question no marks will be awarded.

6. Questions are in both English and Kannada. If any confusion arises in the Kannada version, please refer to the English version of the questions.

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PART-A

Choose the best option. Each question carries one mark.

1. Which is not simple method for reducing stress?
   a) Identifying what is causing the stress
   b) Building strong relationships
   c) Emotional quotient
   d) Exercise

2. The team can only be a team when
   a) People know each other and willingly form a group
   b) The principle of consultative decision making is applied
   c) They have a leader
   d) The team members are interdependent

3. The areas of life skills include
   a) Knowledge  b) Attitude  c) Problems  d) All of the above
4. Standards used to determine the best solution is
   a) Norm  
   b) Goal  
   c) Consensus  
   d) Criteria  

5. Individuals of a team came together to work for a common objective having
   a) Similar interest  
   b) Similar taste  
   c) Similar attitude  
   d) All of the above  

6. Characteristics of critical thinking consist
   a) Critical thinking as reasonable and rational  
   b) Critical thinking as reflective  
   c) Critical thinking as inspiring  
   d) All of the above  

7. Stages of team development includes all except
   a) Forming  
   b) Storming  
   c) Attitude  
   d) Performing  

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SPACE FOR ROUGH WORK
8. SMART stands for
   a) Specific, Measurable, Attainable, Realistic, Timely
   b) Specific, Measurable, Achievable, Realistic, Timely
   c) Specific, Movable, Achievable, Rigid, Tolerable
   d) Specific, Measurable, Affordable, Reasonable, Timely

9. Components of interpersonal skills do not include
   a) Self awareness
   b) Pressure
   c) Positive attitude
   d) Communication

10. The experience of understanding another person's condition from his/her perspective is
    a) Sympathy
    b) Empathy
    c) Feel sorry
    d) Feel pity

11. The following are the communication styles except
    a) Assertive
    b) Authoritative
    c) Aggressive
    d) Submissive

SPACES FOR ROUGH WORK
12. Priority is
   a) An action or inaction that takes precedence
   b) The most preferred goal
   c) The most wanted goal
   d) The most beneficial goal

13. Trying out different solutions until one works is known as
   a) Trial and error
   b) Deductive reasoning
   c) Creative thinking
   d) Inductive reasoning

14. Another name for interpersonal communication is
   a) Person to person communication
   b) Dyadic communication
   c) Procrastination
   d) Authoritative communication

15. Goal setting theory is pioneered by
   a) Stacy Adams
   b) Charms
   c) Edwin Locke
   d) F. W. Taylor

   a) F. W. Taylor
   b) Edwin Locke
   c) Charms
   d) Stacy Adams
16. The last step in the process of problem solving is to
   a) Design the solution  b) Define the problem
   c) Evaluating the solution    d) Organising the data
   a) ವಿಧೇಯವಾಗಿದೆ b) ಕೃತಿಗೊಳಿಸಿ d) ವಿದ್ಯಮಯ ಕೃತಿಗೊಳಿಸಿ
   c) ವಿದ್ಯಮಯ ಕೃತಿಗೊಳಿಸಿ d) ವಿದ್ಯಮಯ ಕೃತಿಗೊಳಿಸಿ

17. The process of making an expectation of reality is
   a) Brainstorming  b) Compromise
   c) Conflict     d) Problem solving
   a) ಪ್ರತ್ಯೇಕಿಸುವ b) ವಿಕಲ್ಪ d) ಸಮಸ್ಯಾರ್ಥಕರನಾದ
   c) ಸಮೃದ್ಧ b) ಸಮಸ್ಯಾರ್ಥಕ
   d) ಸಮಸ್ಯಾರ್ಥಕರನಾದ

18. How stress affects the body?
   a) Musculoskeletal system  b) Respiratory system
   c) Cardiovascular system d) All of the above
   a) ಮುಡಿ-ಅಧಿಕಾರದ b) ವಿಷ್ಣು ಪ್ರತಿದಿಯ
   c) ಹೃದಾರ್ಥಕರನಾದ d) ಸ್ವಭಾವದಲ್ಲಿ ಸಾಮಾನ್ಯ

19. Too much stress can cause
   a) Negative emotional and physical symptoms
   b) Anxiety, irritability
   c) Increased heart rate
   d) All of the above
   a) ವಿಧೇಯವಾಗಿಗಳಿಂದ ವಿಧೇಯಗಳನ್ನು ಬೇಡು d) ವಿಧೇಯವಾಗಿಗಳಿಂದ ವಿಧೇಯಗಳನ್ನು ಬೇಡು
   b) ಹೇತು, ಹೌಟಿ
   c) ಹೃದಾರ್ಥಕರನಾದ d) ಸ್ವಭಾವದಲ್ಲಿ ಸಾಮಾನ್ಯ

20. There are ________ steps in the goal setting process.
   a) Two  b) Three  c) Four  d) Five
   a) ಬಯಸು b) ಬಯಸು c) ಬಯಸು d) ಬಯಸು

SPACE FOR ROUGH WORK
21. Which of the following is interpersonal skill training?
   a) Soft skills   b) Hard skills
   c) Intermediate skills   d) Basic skills
   लोकहृदयके बारे में वितरित होने वाली शिक्षा क्या है?
   a) सोफ्ट स्किल्स   b) हॅर्ड स्किल्स
   c) इंटरमिडिएट स्किल्स   d) बासिक स्किल्स

22. People cannot interact with each other without.
   a) Communication   b) Transport   c) Voice   d) Loud-speaker
   लोकहृदय के बीच एक से और एक से इंटरकार्य कर सकते हैं?
   a) संचार   b) परिवहन   c) वोइस   d) लॉड्स्पीकर

23. EQ stands for
   a) Emotional Quotient   b) Emotional Quality
   c) Emotional Intelligent Quotient   d) Emotional Intelligent Quality
   ईक्विटी क्या आहे?
   a) एमोशनल क्वोटियंट   b) एमोशनल फिक्सेट
   c) एमोशनल इन्टेलिजेंट क्वोटियंट   d) एमोशनल इन्टेलिजेंट क्वीटि

24. The word communication is derived from the
   a) Spanish word   b) Latin word   c) Chinese word   d) Italian word
   बोलने का शब्द यहाँ आया?
   a) स्पेनिश वर्ड   b) लैटिन वर्ड   c) चीनी वर्ड   d) इटालियन वर्ड

25. Interpersonal skills refer to
   a) Social skills   b) Soft skills   c) People skills   d) All of the above
   लोकहृदय के संबंध में यहाँ क्या कहा?
   a) सोसियल स्किल्स   b) सोफ्ट स्किल्स   c) प्रूफेसनल स्किल्स   d) एल्स ओवर द अबवर्ड

26. Innovation in teams is largely dependant on
   a) The IQ's of team members   b) Personality types in the team
   c) The team culture   d) Having clear rules
   टीम में नई विकास के मामले में यहाँ क्या निर्भर करता?
   a) टीम में एनाइम इक्वीटी   b) टीम में परीक्षण टाइप
   c) टीम कलंक   d) स्पष्ट नियम
27. Positive stressors include events such as
   a) Major life change
   b) Everywhere getting problem
   c) Financial problem
   d) None of the above

28. A question proposed for a solution is
   a) Abstract
   b) Concept
   c) Problem
   d) Method

29. Problem solving method in which each side lives up something of value to help solve a problem
   a) Compromise
   b) Consensus
   c) Constraint
   d) Problem solving

30. The clearly stated goal looks at
   a) What you want?
   b) When you want to get it?
   c) How will you get it?
   d) All of these

31. A well defined problem does not have
   a) Specific goals
   b) Clearly defined solution paths
   c) Mental state
   d) Clearly expected solutions
32. Causes for problems include
   a) Physical
   b) Human
   c) Organisational
   d) All of the above

33. Short term goals are for
   a) Five years or more
   b) Three to five years
   c) Less than one year
   d) More than 20 years

34. Which of these is not a basic interpersonal skill which contribute to the making of an effective leader?
   a) Communication skills
   b) Facilitating skills
   c) Rigid skills
   d) Mentoring skills

35. What is an action plan?
   a) A set of steps to be followed to reach a goal
   b) A good credit rating
   c) A system to beat the odds
   d) A dream
36. All of the following are the methods of communication except
a) Transformation  b) Body language
c) Written communication  d) Verbal communication

37. To motivate a team, you need to
a) Know the theories of motivation  b) Show unconditional trust
c) Challenge the team  d) Be known to staff

38. Communication is the task of imparting the
a) Training  b) Information  c) Knowledge  d) Message

39. The act of turning new and imaginative ideas in reality is called
a) Generation  b) Creativity  c) Renovation  d) Transformation

40. Calm persistence means
a) Forcing of ideas  b) Indecisiveness
c) Putting forth matters in an adoptable way  d) Leaving them to take their own decisions
PART - B

Choose the best option. Each question carries 2 marks. (15 x 2 = 30)

41. Employee morale
   a) Produces healthy work environment  
   b) Increased productivity
   c) Improves interpersonal relationships
   d) All of the above

42. Problem solving method in which all members of a group fully accept and
   support a decision is
   a) Norm  
   b) Compromise  
   c) Goal  
   d) Consensus

43. Which of the following is not a characteristic feature of an effective team?
   a) The team must have a clear goal
   b) The team must have a results driven structure
   c) The team must create conflict
   d) The team must have unified commitment

SPACE FOR ROUGH WORK
44. How we interpret both the verbal and non verbal messages sent by others?
   a) Verbal communication  
   b) Non verbal communication  
   c) Negotiation  
   d) Listening skills

45. What is revealed by the posture?
   a) Cultural background  
   b) Thoughts and feelings  
   c) Behaviour mild or tough  
   d) Expressions and actions

46. Believes, attitudes, traditions and expectations which are shared by group members is called
   a) Group norms  
   b) Group communication  
   c) Group cohesiveness  
   d) Group structure

47. The following are the various communication strategies according to ‘Tarone’.
   a) Avoidance  
   b) Functional enquiry  
   c) Conscious transfer  
   d) Appeal for assistance

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SPACE FOR ROUGH WORK
48. A series of steps adopted to solve a problem is termed as
   a) Problem solving cycle
   b) Life skill cycle
   c) Critical thinking cycle
   d) None of the above

49. More recently, goal setting has been promoted in the form of ______ a management system that incorporates employee participation in decision making process, goal setting and objective feedback.
   a) Objective appraisal
   b) Management by objectives
   c) Performance outcomes
   d) Management review

50. Communication is the task of imparting
   a) Training
   b) Information
   c) Knowledge
   d) Message

51. What should you not rely on when making judgement call?
   a) Intuition
   b) Commonsense
   c) Gossip
   d) Past experience

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SPACE FOR ROUGH WORK

D
52. When a student encounters problems while trying to reach a goal and then claims that he is a failure. It is an example of
   a) Realistic thinking        b) The best way to reach a goal
   c) Distortion of thinking   d) Adjustment of thinking process

53. Which leadership style tends to centralize authority and make unilateral decisions?
   a) Cultural style          b) Autocratic style
   c) Democratic style        d) Laissez-faire style

54. A group technique used to develop many ideas in a short period of time is known as
   a) Brainstorming           b) Consensus
   c) Compromise              d) Conflict

55. The low level of goals are
   a) Strategic goals         b) Operational goals
   c) Long term goals         d) Management goals

SPACE FOR ROUGH WORK
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**Note:** English version of the instructions is printed on the front page of this booklet.
PART – A

Choose the best option. Each question carries 1 mark. (40×1=40)

1. What does the letter H stands for in Five Ws and One H?
   a) Honesty  b) How  c) Handle  d) None of the above

2. Three common types of teams include the following EXCEPT
   a) Functional or departmental  b) Cross-functional
   c) Self-managing  d) Brain-storming

3. The word ‘Communication’ is derived from the
   a) Spain word  b) Latin word  c) Chinese word  d) Italian word

4. The experience of understanding another person’s conditional from their perspective is
   a) Sympathy  b) Empathy  c) Feel sorry  d) Feel pity

5. There are ________ steps in the goal-setting process.
   a) two  b) three  c) four  d) five

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SPACE FOR ROUGH WORK
6. Which is not a simple method for reducing stress?
   a) Identify what is causing the stress  b) Build strong relationships
   c) Emotional quotient  d) Exercise

7. All of the following are the methods of communication EXCEPT
   a) Transformation  b) Verbal communication
   c) Written communication  d) Body language

8. Assertiveness includes all EXCEPT
   a) Standing up for your personal rights  b) Expressing thoughts, feelings and beliefs directly
   c) Honest and appropriate ways  d) Emotional quality

9. The following are the communication styles EXCEPT
   a) Assertive  b) Authoritative  c) Aggressive  d) Submissive

10. Which W is not a part of “five W’s and one H”? 


SPACE FOR ROUGH WORK
11. The clearly stated goal looks at
   a) What you want?  
   c) How you will get it?  
   b) When you want to get it?  
   d) All of these

12. Which of the following is interpersonal skill training?
   a) Soft skills  
   c) Intermediate skills  
   b) Hard skills  
   d) Basic skills

13. What do we call a specific area in which a person needs to change?
   a) Psychological need  
   c) Behavioral need  
   b) Development need  
   d) Social need

14. Innovation in teams is largely dependent on
   a) The IQ's of team members  
   c) The team culture  
   b) Personality types in the team  
   d) Having clear rules

15. Positive stressors include events such as
   a) Major life change  
   c) Financial problem  
   b) Everywhere on getting problem  
   d) None of the above

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D
16. Problem-solving method in which all members of a group fully accept and support a decision.
   a) Norm  b) Compromise  c) Goal  d) Consensus

17. From the following which is not a Rule for goals to be effective and workable:
   a) A goal must be personal  b) Goal must be positive
   c) Goal must be written  d) Goal must be for financial aid

18. Name of the first step of goal setting
   a) Write your goals down  b) Identify your goals
   c) Needs analysis  d) List benefits and obstacles

19. Individuals for a team come together to work for a common objective having
   a) Similar interest  b) Similar attitude
   c) Similar taste  d) All the above
20. Team building activities include
   a) Improve the relations and strengthen the bond among the employees
   b) Increase the chances of confusions and misunderstandings
   c) Make individuals feel more difficult at work
   d) None of the above

21. The process of making an expectation a reality.
   a) Brainstorming
   b) Problem solving
   c) Criteria
   d) Goal

22. Causes for problems include
   a) Physical
   b) Human
   c) Organizational
   d) All of the above

23. __________ thinking is very important in a new knowledge economy.
   a) Critical
   b) Group
   c) Normal
   d) Imaginative

24. Among the following, which one is not the division of critical thinking?
   a) Curiosity
   b) Conflict
   c) Skepticism
   d) Humility

D  

SPACE FOR ROUGH WORK
28. Effective teams are
   a) Play the politics better than other teams  b) Have more power
   c) Never need to ask for help          d) None of the above

29. Components of interpersonal skills do not include
   a) Self-awareness                      b) Pressure
   c) Positive attitude                   d) Communication

30. Messages can be communicated through the following non-verbal channels
   a) Facial expressions                b) Gaze                c) Gestures      d) All of the above

31. Too much stress can cause
   a) Negative emotional and physical symptoms  b) Anxiety, irritability
   c) Increased heart rate                 d) All of the above

32. How stress affects the body?
   a) Musculoskeletal system              b) Respiratory system
   c) Cardiovascular system               d) All of the above

SPACE FOR ROUGH WORK
33. What is an action plan?
   a) A set of steps to be followed to reach a goal
   b) A good credit rating
   c) A system to beat the odds
   d) A dream

34. Which of these is not a basic interpersonal skills which contribute to the making of an effective leader?
   a) Communication skills
   b) Facilitating skills
   c) Rigid skills
   d) Mentoring skills

35. “EQ” stands for
   a) Emotional Quotient
   b) Emotional Intelligent Quotient
   c) Emotional Quality
   d) Emotional Intelligent Quality

“EQ”= ಎಕ್ವೆಲ್ಯೂಷಿಯಲ್
   a) ಎಕ್ವೆಲ್ಯೂಷಿಯಲ್ ಎಲ್ಲಾದ ರೀತಿಯಲ್ಲಿ (ಪುನರ್ನಾಶ್ರಯಿಸುವ ರೀತಿ)
   b) ಎಕ್ವೆಲ್ಯೂಷಿಯಲ್ ಎಲ್ಲಾದ ರೀತಿಯಲ್ಲಿ ಮಾಧ್ಯಮ ರೀತಿಯಲ್ಲಿ (ಪುನರ್ನಾಶ್ರಯಿಸುವ ಮಾಧ್ಯಮ ರೀತಿ)
   c) ಎಕ್ವೆಲ್ಯೂಷಿಯಲ್ ಎಲ್ಲಾದ ರೀತಿಯಲ್ಲಿ (ಪುನರ್ನಾಶ್ರಯಿಸುವ ರೀತಿ)
   d) ಎಕ್ವೆಲ್ಯೂಷಿಯಲ್ ಎಲ್ಲಾದ ರೀತಿಯಲ್ಲಿ ಮಾಧ್ಯಮ ರೀತಿಯಲ್ಲಿ (ಪುನರ್ನಾಶ್ರಯಿಸುವ ಮಾಧ್ಯಮ ರೀತಿ)
36. Short term goals are for
   a) Five years or more
   b) Three to five years
   c) Less than one year
   d) More than 20 years
   ಅಂಕಿತೆಯುಳ್ಳ ಸಂಪರ್ಕ
   a) 5 ವರ್ಷಗಳ ಯಾವುದೇ ಸಮಯ
   b) 3 ಮತ್ತು 5 ವರ್ಷಗಳ
   c) 1 ಮತ್ತು 2 ವರ್ಶಗಳ
   d) 20 ವರ್ಷಗಳ ಯಾವುದೇ ಸಮಯ

37. A question proposed for a solution is
   a) Abstract
   b) Concept
   c) Problem
   d) Method
   ಸರ್ಕಾರ ಸಂದರ್ಭ ಹೊಂದಿದ ಪ್ರಶ್ನೆಗಳನ್ನು ಸೂಚಿಸಿರಬೇಕು.
   a) ಸಂಕೇತ
   b) ಪ್ರಕ್ರಿಯಾ
   c) ಪ್ರಶ್ನೆ
   d) ಪರಿಚಯ

38. Problem-solving method in which each side hives up something of value to help solve a problem.
   a) Compromise
   b) Consensus
   c) Constraint
   d) Problem solving
   ಪ್ರತ್ಯೇಕ ಪ್ರಾಂಶಗಳ ವಿದ್ಯುತ್ ದೃಢೀಕರಣ ಮೂಲಕ ಪ್ರದೇಶಗಳಿಗೆ ಸರ್ಕಾರ ಸಂದರ್ಭ ಸೂಚಿಸಿರಬೇಕು.
   a) ಸ್ಮರೀತಿ
   b) ನಿದ್ರಾ
   c) ಸ್ಮರಣ
   d) ಸ್ಮರಣ

39. The situation that causes stress is known as
   a) Obesity
   b) Stressors
   c) Stress response
   d) Mental health
   ಸರ್ಕಾರ ಸಂದರ್ಭ ಸಂದರ್ಭ ಹೊಂದಿದ ಪ್ರಶ್ನೆಗಳನ್ನು ಸೂಚಿಸಿರಬೇಕು.
   a) ಸ್ಮರೀತಿ
   b) ನಿದ್ರಾ
   c) ಸ್ಮರಣ
   d) ಸ್ಮರಣ

40. A well-defined problem does not have
   a) Specific goals
   b) Clearly defined solution paths
   c) Mental state
   d) Clear expected solutions
   ಪ್ರತ್ಯೇಕ ಪ್ರಾಂಶಗಳ ವಿದ್ಯುತ್ ದೃಢೀಕರಣ ಮೂಲಕ ಪ್ರದೇಶಗಳಿಗೆ ಸರ್ಕಾರ ಸಂದರ್ಭ ಸೂಚಿಸಿರಬೇಕು.
   a) ಸ್ಮರೀತಿ
   b) ನಿದ್ರಾ
   c) ಸ್ಮರಣ
   d) ಸ್ಮರಣ
PART - B

Choose the best option. Each question carries two marks. (15x2=30)

41. When a team is in its storming phase, the key leadership focus should be
   a) Providing strong direction  b) Facilitating interdependence
   c) Allowing people to vent frustrations  d) Assisting with personal problems

   a) ಪ್ರತಿನಿಧಿತ್ವ ಪಡೆಯೆ ನಿರ್ದೇಶನ   b) ಸಂಖ್ಯೆಯಾದ ಪರಿಸ್ಥಿತಿಯನ್ನು ಕಡಿಮೆಗಳಿಗೆ
   c) ಅಭಿವೃದ್ಧಿಯನ್ನು ಚಿಲ್ಲಿಸಲು ಸ್ವಯಂಸ್ವತಃ   d) ವೈಚಿತ್ರೀಯತೆಗೆ ಪ್ರತಿನಿಧಿತ್ವ

   a) ನಿರ್ದೇಶನ   b) ಪ್ರತಿನಿಧಿತ್ವ   c) ಅಭಿವೃದ್ಧಿ   d) ವೈಚಿತ್ರೀಯತೆ

42. When a student encounters problems while trying to reach a goal and then claims that he is a failure it is an example of
   a) Realistic thinking  b) The best way to reach a goal
   c) Distortion of thinking  d) Adjustment of thinking process

   a) ಜ್ಞಾನದ ಶಾಲಾ   b) ಪ್ರಮಾಣದ ಶಾಲಾ   c) ಅಮೂಲ್ಯತ್ವದ ಶಾಲಾ   d) ಶಾಲಾದ ವೈಚಿತ್ರೀಯತೆ

43. In the 19th Century US, ___________ popularized the “Three Ws” – What?

   a) Prof. William Wonderland  b) Prof. William Wordsworth
   c) Prof. William Cleaver Wilkinson  d) None of the above

   19 ವರ್ಷಗಳ ಶಾಲಾದರೂ, ___________ “ಸಾಹಿತ್ಯ Ws” – What? Why? What?

   a) ರಾಮಾಯಣದ ಶಾಸನ   b) ವಿಕಾಸದ ಶಾಸನ   c) ಪ್ರಾಂಕ್ರಿಯೆದ ಶಾಸನ   d) ವೈಚಿತ್ರೀಯತೆಯ ಶಾಸನ

SPACE FOR ROUGH WORK
44. What should you NOT rely on when making judgement call?
   a) Intuition  
   b) Common sense  
   c) Gossip  
   d) Past experience

45. "I will graduate knowing that I did my best". What kind of goal is this?
   a) Life-long goal  
   b) Short term goal  
   c) Long term goal  
   d) Medium term goal

46. Stress response can save our life by giving us ________ to defend ourselves.
   a) Fear  
   b) Extra strength  
   c) Challenges  
   d) Concentrate

47. Team building refers to the various activities undertaken to ________ the team members.
   a) Perform  
   b) Motivate  
   c) Improve  
   d) Confuse

48. Stages of team development includes all EXCEPT
   a) Forming  
   b) Storming  
   c) Attitude  
   d) Performing

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SPACE FOR ROUGH WORK
49. Standards used to determine the best solution is
   a) Norm  b) Goal  c) Consensus  d) Criteria

50. The following are the various communication strategies according to Tarone.
   a) Avoidance  b) Functional enquiry
   c) Conscious transfer  d) Appeal for assistance

51. Which of the following is not a characteristics of effective team?
   a) The team must have a clear goal
   b) The team must have a results-driven structure
   c) The team must create conflict
   d) The team must have unified commitment

52. Following are the qualities of a team EXCEPT
   a) A clear and elevating goal
   b) Competent members
   c) Collaborative climate
   d) Chronic stress
53. More recently, goal setting has been promoted in the form of ________, a management system that incorporates employee participation in decision making, goal setting and objective feedback.
   a) Objectives appraisal
   b) Management by objectives
   c) Performance outcomes
   d) Management review

54. What is the best conflict strategy?
   a) Identify the problem and brainstorm solutions
   b) Be emotional and communicate aggressively how upset you are
   c) Don't back down until you get your way
   d) Avoid conflicts altogether to maintain a peaceful relationship

55. Communication is the task of imparting the
   a) Training  b) Information  c) Knowledge  d) Message

SPACE FOR ROUGH WORK
INSTRUCTIONS TO CANDIDATES

1. Immediately after the commencement of the Examination, you should check that this Booklet does not have any unprinted or torn or missing pages or items, etc. If any of the above defects is found, get it replaced by a Complete Question Booklet of the available series.

2. Write clearly the Question Booklet Version Code A, B, C, D or E, in the appropriate space provided for the purpose in the OMR Answer Sheet.

3. Enter the name of the Subject, Reg. No., Question Booklet version code and affix Signature on the OMR sheet. As the answer sheets are designed to suit the Optical Mark Reader (O.M.R.) system, special care should be taken to fill those items accurately.

4. This Question Booklet contains 55 questions, Part – A contains 40 questions of one mark each and Part – B contains 15 questions of two marks each. All questions must be attempted. Each question contains four answers, among them one correct answer should be selected and shade the corresponding option in the OMR sheet.

5. All the answers should be marked only on the OMR sheet provided and only with a black or blue ink ball point pen. If more than one circle is shaded / wrongly shaded / half shaded for a given question no marks will be awarded.

6. Questions are in both English and Kannada. If any confusion arises in the Kannada version, please refer to the English version of the questions.

7. Immediately after the final bell indicating the closure of the examination, stop making any further markings in the OMR Answer Sheet. Be seated till the OMR Answer Sheet is collected. After handing over the OMR Answer Sheet to the Invigilator you may leave the examination hall.
1. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ಕೃತ್ಯ ಷಟ್ಟು ಎಂದರೆ ಅಪಂರಾರಿ ಅಥವಾ ಕರ್ನಾಟಕ ದಯಾಲು ಪ್ರತಿಷ್ಠಾನದಲ್ಲಿ ಅತ್ಯಂತ ಸುಂದರ ಪ್ರತಿಷ್ಠಾನದ ಶುಲ್ಕವನ್ನು ಸೂಚಿಸದ್ದು. ಸೂಚಿತವಾದಂತೆ ಬೆಳೆಸಬೇಕಾದ ಮಹತ್ವದ ವಿದ್ಯಾರ್ಥಿಯರಿಗೆ ಕಾರ್ಯ ರೂಪದಲ್ಲಿ ಸೂಚಿತವಾದುದು. 

2. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ವಿಭಜನೆ ಅಥವಾ ಪ್ರತಿಯಾಗಿ ವಿಭಾಗಿಸಲಾಗಿರುತ್ತದೆ. ಅವುಗಳು ಅಥವಾ ಪ್ರತ್ಯೇಕ ಪ್ರತಿಮೂಲಿಕಾಗಳಾಗಿರುತ್ತವೆ. 

3. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ಫೆಬ್ರವರಿ ಮೇ 2016 ಪ್ರತಿಷ್ಠಾನದ ತಂದೆ, ನಿರ್ದೇಶಗಳಿಗೆ ಸೂಚಿತವಾದ ಮಹತ್ವದ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸೂಚಿತವಾದುದು. 

4. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ವಿಭಜನೆ ಅಥವಾ ಪ್ರತಿಮೂಲಿಕಾಗಳು ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸೂಚಿತವಾದುದು. ಮಹತ್ವದ ವಿದ್ಯಾರ್ಥಿಗಳ ಸೂಚಿತವಾದರೂ, ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸೂಚಿತವಾದಲ್ಲಿ ಸೂಚಿತವಾದುದು. 

5. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ವಿಭಜನೆ ಅಥವಾ ಪ್ರತಿಮೂಲಿಕಾಗಳು ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸೂಚಿತವಾದಲ್ಲಿ ಸೂಚಿತವಾದುದು. 

6. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ವಿಭಜನೆ ಅಥವಾ ಪ್ರತಿಮೂಲಿಕಾಗಳು ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸೂಚಿತವಾದಲ್ಲಿ ಸೂಚಿತವಾದುದು. 

7. ಪ್ರಯೋಗದ ನಿರ್ದೇಶಗಳು ವಿಭಜನೆ ಅಥವಾ ಪ್ರತಿಮೂಲಿಕಾಗಳು ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಸೂಚಿತವಾದುದು. 

Note: English version of the instructions is printed on the front page of this booklet.
SECTION – A

Choose the best option. Each question carries 1 mark. (40x1=40)

1. Priority is
   a) An action or intention that takes precedence
   b) The most preferred goal
   c) The most wanted goal
   d) The most beneficial goal

2. Building a schedule includes
   a) Attending classes
   b) Setting weekly and daily goals and prioritising them
   c) Attending classes and setting goals
   d) Setting and prioritising goals

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SPACE FOR ROUGH WORK

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3. Medium term goals are set to achieve
   a) Before short term goals
   b) After long term goals
   c) Between short term and long term goals
   d) Over a period of 5 years and more

4. Goals are to be achieved
   a) Within the prescribed deadline
   b) Over a period of time
   c) Whenever possible
   d) None of the above

5. Long term goals are for
   a) Five years or more
   b) Three to five years
   c) Less than one year
   d) More than 20 years

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SPACE FOR ROUGH WORK
6. When the team is in storming phase, the key leadership should focus on
   a) Provide strong direction
   b) Facilitating interdependency
   c) Allowing people to vent frustration
   d) Assisting with personal problems

7. Delegation will be effective when
   a) You only delegate routine tasks
   b) You delegate the task you don’t have the skill for
   c) New tasks delegated
   d) You delegate responsibility and authority

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SPACE FOR ROUGH WORK
8. To motivate a team, you need to
   a) To know the theories of motivation
   b) Show unconditional trust
   c) Challenge the team
   d) Be known to staff

9. The last step in the process of problem solving is to
   a) Design the solution
   b) Define the problem
   c) Evaluating the solution
   d) Organising the data
10. Communication is the task of imparting the
   a) Training
   b) Information
   c) Knowledge
   d) Message

11. Which is/are the components of interpersonal skills?
   a) Verbal and non-verbal communication
   b) Listening skills
   c) Problem solving
   d) All of the above

12. The act of turning new and imaginative ideas into reality is called
   a) Generation
   b) Creativity
   c) Renovation
   d) Transformation
13. Interpersonal skills refer to
   a) Social skills
   b) Soft skills
   c) People skills
   d) All the above

14. EQ stands for
   a) Emotional Quotient
   b) Emotional Intelligent Quotient
   c) Emotional Quality
   d) Emotional Intelligent Quality

15. The team can only be a team when
   a) People know each other and willingly form a group
   b) The principle of consultative decision making is applied
   c) They have a leader
   d) The team members are interdependent
16. People cannot interact with each other without
   a) Communication
   b) Transport
   c) Voice
   d) Loudspeaker

17. The word 'communication' is derived from the
   a) Spain word
   b) Latin word
   c) Chinese word
   d) Italian word

18. Calm persistence means
   a) Forcing of ideas
   b) Putting forth matters in an adoptable way
   c) Leaving them to take their own decisions
   d) Indecisiveness

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19. Positive enquiry
   a) Comfortable with praise
   b) Do not know how to handle praise
   c) Uncomfortable with praise
   d) Looking for inner meaning

20. What type of device is 'telex'? 
   a) Mechanical 
   b) Computerised 
   c) Telegraphic 
   d) Telephone

21. The areas of life skills include 
   a) Knowledge  
   b) Attitudes 
   c) Problems  
   d) All of the above
22. Identifying our strengths and weaknesses, desires and dislikes is termed as
   a) Self awareness  b) Empathy
   c) Sympathy       d) Creative thinking

23. Benefits of life skills for an individual are
   a) Problem solving  b) Effective communication
   c) Critical thinking d) All of the above

24. A question proposed for a solution is
   a) Abstract  b) Concept
   c) Problem    d) Method

25. Causes for problems includes
   a) Physical  b) Human
   c) Organisational d) All of the above
26. Short term goals are for
   a) Five years or more  
   b) Three to five years  
   c) Less than one year  
   d) More than 20 years

27. Medium term goals are for
   a) Five years or more  
   b) Three to five years  
   c) Less than one year  
   d) More than 20 years

28. Setting goals gives us long term vision and short term
   a) Motivation  
   b) Inspiration  
   c) Pressure  
   d) Innovation

29. SMART stands for
   a) Specific, Measurable, Attainable, Realistic and Timely  
   b) Special, Movable, Attainable, Realistic and Timely  
   c) Specific, Measurable, Achievable, Rigid and Tolerable  
   d) Specific, Measurable, Affordable, Reasonable and Timely

SPACE FOR ROUGH WORK
30. Interpersonal skill is
   a) The ability to communicate effectively within an organization
   b) The skill to communicate effectively with outsiders
   c) The skill to communicate effectively both with inside and outside the organization
   d) All of the above

31. All problems have two features in common
   a) Methods and objectives
   b) Strengths and barriers
   c) Goals and barriers
   d) All of the above
32. ________ thinking is very important in the new knowledge economy.
   a) Critical  b) Group  c) Normal  d) Imaginative

33. ________ is the first step in problem solving.
   a) Considering possible solutions  b) Collection and analysis of data  c) Observation and evaluation  d) Identifying and analysing the problem

34. The process of making an expectation a reality is
   a) Brainstorming  b) Compromise  c) Conflict  d) Problem solving
35. The tendency to use only those solutions that have worked in the past is
a) Trial and Error
b) Inductive reasoning
c) Dialectical reasoning
d) Mental set

36. The process of overcoming difficulties that appear to interfere with the attainment of a goal is known as
a) Critical thinking
b) Creative thinking
c) Method
d) Problem solving

37. Trying out different solutions until one works is known as
a) Trial and error
b) Creative thinking
c) Deductive reasoning
d) Inductive reasoning
38. The process by which a particular conclusion is drawn from a set of general statements is known as
   a) Algorithm
   b) Trial and Error
   c) Deductive reasoning
   d) Inductive reasoning

39. Step by step procedures that are guaranteed to achieve a particular goal is termed as
   a) Trial and error
   b) Algorithm
   c) Deductive reasoning
   d) Inductive reasoning

40. Steps involved in problem solving includes
   a) Identifying and defining the problem
   b) Forming a strategy and organising information
   c) Monitoring progress and evaluating results
   d) All of the above

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SPACE FOR ROUGH WORK
SECTION – B

Choose the best option. Each question carries 2 marks. (15×2=30)

41. A group technique used to develop many ideas in a short period of time is known as
   a) Brain storming   b) Consensus   c) Compromise   d) Conflict

42. Which communication has direct contact
   a) Telecommunication   b) Written communication
   c) Oral communication   d) Remote communication

43. Which are not communication styles from the following?
   a) Passive communication   b) Aggressive communication
   c) Assertive communication   d) Oral communication

SPACE FOR ROUGH WORK
44. The ability to analyse information and experience in an objective manner is known as
   a) Problem solving
   b) Creativity
   c) Critical thinking
   d) Method

45. Standards used to determine the best solution is
   a) Norm
   b) Goal
   c) Consensus
   d) Criteria

46. Problem solving method in which all members of a group fully accept and support a decision is
   a) Norm
   b) Compromise
   c) Goal
   d) Consensus
47. Employee morale
   a) Produces healthy work environment
   b) Increased productivity
   c) Improves interpersonal relationships
   d) All of the above

48. The experience of understanding another person’s condition from their perspective is
   a) Sympathy
   b) Empathy
   c) Feel sorry
   d) Feel pity

49. The low level of goals are
   a) Strategic goals
   b) Operational goals
   c) Long term goals
   d) Management goals

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SPACE FOR ROUGH WORK
50. Which is the democratic way of a group?
   a) Decision making will encourage participation of members
   b) Very strict rules to be followed
   c) It is autocratic
   d) None of the above

51. Which leadership style tends to centralise authority and make unilateral decisions?
   a) Cultural style
   b) Autocratic style
   c) Democratic style
   d) Laissez-faire style

52. Submissiveness includes
   a) Wailing and moaning
   b) Helplessness and passive
   c) Indecisive
   d) Not forth right

   _______________ शक्तिः न्यायमानकं
   a) आचार्यतमादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यनादित्यn
53. The process of setting goals and selecting the means for achieving the set goals is
   a) Organising
   c) Controlling
   b) Managing
   d) Planning

54. An objective means
   a) A clear set of goals to be attained given a set of resources
   b) A defined specified outcome to be achieved in the long term
   c) A set standard of performance agreed by workers and managers
   d) A clearly defined outcome to be achieved

55. A series of steps adopted to solve a problem is termed as
   a) Problem solving cycle
   b) Life skill cycle
   c) Critical thinking cycle
   d) None of the above