

No. of Printed Pages : 8

Sl. No.

Question Booklet Code

**A**

**21SOWS1L**

**MSW I Semester Degree Examination, April/May - 2023**  
**Skill Enhancement Courses (SEC)**

**SOCIAL WORK**

**Skills for Social Work Practitioner**

Time : 1 Hour

Maximum Marks : 30

**INSTRUCTIONS TO CANDIDATES**

1. The Question Paper will be given in the form of a Question Booklet. There will be four/two/one versions of Question Booklets with Question Booklet Code viz. **A, B, C & D / A & B/A**.
2. The Question Booklet Serial Number is printed on the top right margin of the facing sheet. If your Question Booklet is un-numbered, please get it replaced by new Question Booklet with same Code.
3. Immediately after the commencement of the examination, the candidate should check that the Question Booklet supplied to him contains all the 30 questions in serial order. The Question Booklet does not have unprinted or torn or missing pages and if so he/she should bring it to the notice of the Invigilator and get it replaced by a complete booklet with same Code. This is most important.
4. A blank sheet of paper is attached to the Question Booklet. This may be used for Rough Work.
5. **Please read carefully all the instructions on the top of the Answer Sheet before marking your answers.**
6. Each question is provided with four choices **(A), (B), (C)** and **(D)** having one correct answer. Choose the correct answer and darken the bubble corresponding to the question number using **Black Ball-Point Pen** in the OMR Answer Sheet.
7. No candidate will be allowed to leave the examination hall till the end of the session and without handing over his/her Answer Sheet to the Invigilator.
8. Strict compliance of instructions is essential. Any malpractice or attempt to commit any kind of malpractice in the Examination will result in the disqualification of the candidate.
9. First fifteen minutes is provided to fill the general information of the Student. Eg. Student Name, Student ID, etc. in the OMR Answer Sheet.
10. Without the instruction of the Invigilator do not open the Question Paper Booklet Seal.

**A**



**P.T.O.**

1. Which of these factors is not required to determine the purpose of speech ?  
(A) Providing information                      (B) Discouragement  
(C) Accepting ideas                              (D) Entertainment
  
2. The presenter acts as the :  
(A) Delivery of the information  
(B) Medium of the information  
(C) Advocate of the information  
(D) Supporter of the information
  
3. \_\_\_\_\_ is the way an individual feels about her/himself and believes others to feel.  
(A) self - efficacy                              (B) self - esteem  
(C) self - awareness                            (D) self - regulation
  
4. Life skills address a balance of three areas : knowledge, \_\_\_\_\_ and skills.  
(A) aptitude                                      (B) confidence  
(C) attitude                                        (D) abilities
  
5. Recognition of 'self' and identifying our strengths and weaknesses, desires and dislikes :  
(A) self - awareness                            (B) empathy  
(C) critical thinking                              (D) creative thinking
  
6. Which of these should be avoided for an effective speech ?  
(A) Planning of speech                        (B) Preparation of speech  
(C) Long sentences                              (D) Organization



7. \_\_\_\_\_ is an individual's ability to appreciate the strengths and weaknesses of one's own character.
- (A) self-efficacy (B) self-esteem  
(C) self-awareness (D) self-regulation
8. When giving a presentation in front of an audience you should do all of the following except for \_\_\_\_\_ ?
- (A) speak loud and clear  
(B) provide handout if needed  
(C) dress professionally  
(D) look at your screen not the audience
9. Self - awareness skills does not include the ability to :
- (A) Recognize the weak and strong sides of one's own behavior.  
(B) Recognized the weak and strong sides of one's own abilities.  
(C) Recognize emotions of others.  
(D) Recognize things which cannot be changed, and accept them.
10. Reading out a presentation is :
- (A) not allowed (B) allowed  
(C) helpful (D) dull
11. The ability to imagine what life is like for another person ?
- (A) Self - awareness (B) empathy  
(C) critical thinking (D) creative thinking



12. A \_\_\_\_\_ is a systematic series of actions or operations of a series of changes directed to some end.
- (A) Task (B) Process  
(C) Activity (D) Action
13. Which of these should be avoided for an effective speech ?
- (A) Determination of the purpose  
(B) Selection of message  
(C) Lack of interest  
(D) Selection of theme
14. \_\_\_\_\_ of a presentation is the most important part.
- (A) Beginning (B) Middle  
(C) End (D) None of the above
15. To select the content of your presentation you should know the audience need :
- (A) your purpose (B) the time limit  
(C) available material (D) PPT
16. Identify example which is not a ability in resisting peer pressure :
- (A) maintain your own beliefs about when to become sexually active  
(B) refuse alcohol or drugs, even if others do not  
(C) decide to remain faithful to one partner, no matter what others say  
(D) denying the mistake of yours to peers
17. \_\_\_\_\_ is the ability to understand, consider and appreciate other peoples' circumstances, problems and feelings (step in ones shoes).
- (A) Empathy (B) Coping  
(C) Interpersonal skill (D) Sympathy



18. In beginning you should give firstly :
- (A) Your introduction
  - (B) Summary of a topic
  - (C) Asking irrelevant questions
  - (D) Further information
19. A presentation is a form of oral communication in which person shares factual information with an audience that is \_\_\_\_\_.
- (A) Specific
  - (B) Small
  - (C) Large
  - (D) Mixed
20. To become more affective you need to take control of :
- (A) The material
  - (B) The audience
  - (C) Your behavior
  - (D) all of the above
21. A behaviour change or behaviour development approach designed to address a balance of three areas : knowledge, attitude and skills :
- (A) life skills
  - (B) job skills
  - (C) personal skills
  - (D) functioning skills
22. A good technique to get your audience attention :
- (A) a statement made to surprise
  - (B) asking rhetorical questions
  - (C) asking introduction to the audience
  - (D) none of the above



23. One among the example is not critical thinking abilities :
- (A) assess a potential partner
  - (B) assess and judge a risky situation
  - (C) monitoring an exam
  - (D) assess one's own skills and behaviours
24. The three major element of presentation do not include :
- (A) an audience
  - (B) specific content
  - (C) a presenter
  - (D) visual aids
25. \_\_\_\_\_ is defined as the process by which meanings are perceived and understanding is reached among human beings.
- (A) Communication
  - (B) Message
  - (C) Statement
  - (D) Language
26. Which of these ingredients is not required for selection of theme ?
- (A) Planning
  - (B) Disorganization
  - (C) Preparation
  - (D) Organization
27. A good presenter should take a well \_\_\_\_\_.
- (A) Good physical appearance
  - (B) Dressing well
  - (C) Speak louder
  - (D) Subject knowledge



28. The key of success is \_\_\_\_\_.
- (A) practice (B) preparation  
(C) effort (D) both (A) and (B)
29. Communication is a \_\_\_\_\_ process in which there is an exchange and chain of ideas towards a mutually acceptable direction.
- (A) One - way (B) Two - way  
(C) Three - way (D) Four - way
30. \_\_\_\_\_ is the use of oral, unwritten words, and is an essential part of interacting with others.
- (A) Informal communication  
(B) Non - verbal communication  
(C) Verbal communication  
(D) Formal communication

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**SPACE FOR ROUGH WORK**

**A**

