

TILAK MAHARASHTRA VIDYAPEETH, PUNE
B.A. JOURNALISM & MASS COMMUNICATION
B.A. SOUND AND MUSIC TECHNOLOGY
B.A. FILM MAKING, B.A. PHOTOGRAPHY
B.A. BROADCAST JOURNALISM
B. Sc. PROFESSIONAL AUDIO TECHNOLOGY
EXAMINATION: DECEMBER - 2023
FIFTH SEMESTER
Sub: Soft Skills (BAJMC 19-5003/ BASA 19-5003/ BAFM 19-5003/ BAPH 19-5003/
BABJ 19-5003/ BSCA 20-5003)

Date: 14/12/2023

Total Marks: 20

Time: 10.00 a.m. to 11.00 a.m.

Instruction:

All questions are compulsory.

Q. 1 Answer the Following: (Any One) (10)

- 1) Write a detailed note on leadership qualities.
- 2) What is time-management? Why it is important in the workplace?
- 3) What is adaptability? Why it is considered an essential skill in today's dynamic work environment.

Q. 2 Write short notes. (Any Two) (10)

- 1) Table manners
 - 2) Problem-solving techniques
 - 3) Goal setting
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