

Course Name: Developing Soft Skills and Personality

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Assignment 5 for Week 5 (15 August 2016 to 21 August 2016)

I MCQs

1. What is Donna Haraway's term for the techno-humans:
 - a. Robot
 - b. Cyborg**
 - c. Post-human
 - d. Inhuman
2. Who/What is cybernetics:
 - a. Study of control systems**
 - b. An internet portal
 - c. A robotic individual
 - d. A techno-freak
3. Complete the following statement made by Donna Haraway: "Organisms are no longer bodies of knowledge, but biotic components, a kind of _____":
 - a. Information processing device**
 - b. Agent of excessive consumption
 - c. Materialistic hoarder
 - d. Environment exploiter
4. Complete the following statement made by Donna Haraway: "Our machines are disturbingly _____ and we are frighteningly _____":
 - a. Inert, lively
 - b. Lively, inert**
 - c. Awake, sleeping
 - d. Sleeping, awake
5. You are a "moborg" if:
 - a. You maintain addresses on mobiles instead of an address book
 - b. You are unable to recall important phone numbers
 - c. You use only a mobile phone to take pictures
 - d. All of the above**
6. The fear of being unable to live without your mobile phone is:
 - a. Know-more phobia
 - b. Nomophobia**
 - c. Phonophobia
 - d. Mobophobia
7. Point out the situation where the use of mobile phone has not become addictive in nature:
 - a. You are in a crowd, and still feel the need to remain engaged on your mobile
 - b. You use your mobile only to connect to people in case of emergency**
 - c. You sleep and wake up with your mobile

- d. You have no control over your mobile bills
8. Point out the situation where the use of mobile should be ideally avoided:
- a. Late night when one is sleeping
 - b. When one is engaged in routine activity like yoga, swimming
 - c. While driving
 - d. All of the above**
9. What according to Dr. Robert Becker, is the greatest polluting element in the earth's environment:
- a. Occurrence of acid rain
 - b. Proliferation of electro-magnetic field**
 - c. Emission of industrial smoke
 - d. Discharge of river pollutants
10. An email needs to be:
- a. Properly punctuated
 - b. Grammatically correct
 - c. Both (a) and (b)**
 - d. Neither (a) nor (b)
11. Rectify the following: "respected Sir, give me your notes. Take Care. XYZ"
- a. Respected Sir, give me your notes. Take care. Yours lovingly, XYZ
 - b. Respected Sir, Please give me your notes. Take care. Lots of love, XYZ
 - c. Respected Sir, Please give me your notes. Thank you, Yours sincerely, XYZ**
 - d. Respected Sir, give me your notes. Thanks and Regards. XYZ
12. No email is complete without:
- a. Subject**
 - b. Appendix
 - c. Attachment
 - d. All of the above
13. Point out the error in the following formal email sentence: "Hey! Can I request you to have coffee with me? Would you wanna have coffee with me?"
- a. Use of the word Hey!
 - b. Use of the word wanna
 - c. Both (a) and (b)**
 - d. Neither (a) nor (b)
14. Email should be written in an all-capital font:
- a. Always
 - b. In case of emergency
 - c. In case a speedy response is expected
 - d. Never**
15. An E-mail should not be:
- a. Short
 - b. Lengthy**
 - c. Concise
 - d. Coherent

16. **In an e-mail, the Subject line should be:**
- Tempting
 - Flattering
 - Informative**
 - None of the above
17. As per proper etiquette, which of the following is not allowed in email:
- Use of all capital letters in the body of the e-mail**
 - Occasional use of universally acknowledged acronyms
 - Discreet use of “Reply All”
 - All of the above
18. Which of the following is likely to add humane touch to an email:
- Use of slangs
 - Use of emoticons**
 - Both (a) and (b)
 - Neither (a) nor (b)
19. Who/What controls a sent e-mail:
- The sender
 - The receiver**
 - The cyber-space
 - None of the above
20. Email etiquette and netiquette has become pertinent because:
- Technology has become all-pervasive
 - The world has become a global village
 - People from different walks of life are connected through internet
 - All of the above**

II True or False:

- Technology has led us to become techno-humans. **True**
- The goods that you use, like the clothes you wear, or the cars that you drive, have no impact on your sense of identity. **False**
- If you sacrifice/alter your sleep routine to engage in activities on mobile, you may be deemed addicted to mobile. **True**
- As far as possible, email should be preferred over mobile phone in professional communication. **True**
- In an email communication, there is no need to capitalize any word. **False**