1. Which of the following fall under the purview of non-verbal communication:
   a. Image
   b. Symbol
   c. Sign
   d. All of the above

2. Communication is:
   a. 23% Body Language, 77% Words
   b. 77% Body Language, 23% Words
   c. 93% Body Language, 7% Words
   d. 7% Body Language, 93% Words

3. Who is the author of *Silent Messages: Implicit Communication of Emotions and Attitudes*:
   a. Steven Covey
   b. Brian Tracy
   c. Albert Mehrabian
   d. Abraham Maslow

4. Functions of Non-verbal communication include:
   a. Complement or clarify verbal meaning
   b. Contradict verbal meaning
   c. Regulate verbal interaction
   d. All of the above

5. Complete the following quote by Janet Lane: “Of all the things you wear, your _______ is the most important”:
   a. Smile
   b. Frown
   c. Expression
   d. Body Language

6. Complete the following sentence: “__________ is the most accurate way into a person’s subconscious:
   a. Voluntary body language
   b. Involuntary body language
   c. Both (a) and (b)
   d. Neither (a) nor (b)

7. Fill in the Blank: ____________ is the technical term for gaze/eye contact.
   a. Kinesics
   b. Oculesics
c. Haptics

d. Proxemics

8. Fill in the Blank: ___________ refers to the position in which you hold your body when standing or sitting:
   a. Posture
   b. Expression
   c. Gesture
   d. None of the Above

9. Fill in the Blank: ___________ refers to a movement of a limb or the body as an expression of thought or feeling:
   a. Posture
   b. Expression
   c. Gesture
   d. None of the Above

10. Which of the following is the involuntary dimension of eye contact:
    a. Contraction of pupils
    b. Dilation of pupils
    c. Both (a) and (b)
    d. Neither (a) nor (b)

11. A hand-shake should be:
    a. Like a Dead Fish
    b. Firm
    c. Knuckle-grinder
    d. All of the above

12. What is indicated by Short breaths, "tsk" sound, tightly clenched hands, wringing hands:
    a. Nervousness
    b. Aggression
    c. Confidence
    d. Frustration

13. Complete the following quote by Martha Graham: “The ______ never lies”:
    a. Eye
    b. Face
    c. Body
    d. Gesture

14. According to the book, Silent Messages, Immediacy cues communicate:
    a. Responsiveness
    b. Balance of power
    c. Liking and pleasure
    d. All of the above

15. The Three Cs of interpreting non-verbal cues are:
    a. Context, Caution, and Compliance
    b. Context, Cluster, and Change
    c. Caution, Cluster, and Compliance
d. Compliance, Context, and Cluster

16. In an interview, you should:
   a. **Dress according to the position you want**
   b. Dress according to the position you have
   c. Dress according to your previous position
   d. None of the above

17. In an interview, you should minimize:
   a. Perfume
   b. Accessory
   c. Makeup
   d. **All of the above**

18. In an interview:
   a. One should communicate extensively with gestures
   b. **One should minimize the use of gestures**
   c. One should dress up in a flashy manner
   d. One should chew gum for fresh breath

19. Why a Group Discussion is purposefully kept as an unstructured activity?
   a. **It helps in identifying a natural leader.**
   b. Participants like it unstructured.
   c. Keeping a moderate to structure it is a waste of time.
   d. It is not possible for the organizers to structure it.

20. Which of the following behavior is desirable in a Group Discussion:
   a. Nose-picking
   b. Shaking legs
   c. Leaning back on your chair
   d. **Nodding your head**

II True or False:

1. Nonverbal messages are harder to hide and consciously control, so they are more accurate indicators of how a person feels. **True**
2. Voluntary body language is less commonly discussed because it seems unproblematic. **True**
3. Gestures are free from all cultural context. **False**
4. There are eight basic facial expressions corresponding to eight basic emotions. **False**
5. Body language can be successfully faked over a long period of time. **False**