

Unit 12 - Week 11

Course outline

How to access the portal?

Week 1

Week 2

Week 3

Week 4

Week 5

Week 6

Week 7

Week 8

Week 9

Week 10

Week 11

Making Effective Presentation

Speeches for Various Occasions

Interviews

Interview: Planning and Preparation Part I

Planning and Preparation (Part II): Effective Resume

Quiz : Assignment 11

Week 12

Text Transcripts

Assignment 11

The due date for submitting this assignment has passed. As per our records you have not submitted this assignment.

Due on 2019-10-16, 23:59 IST.

1) Sign post is _____ . 1 point

- Signing off by the presenter
- A poster presentation
- Indicating where the presenter is in the presentation
- None of this

No, the answer is incorrect.
Score: 0

Accepted Answers:
Indicating where the presenter is in the presentation

2) What among the following is false about beginning and closing of a presentation? 1 point

- Beginning should generate intimacy
- Beginning should be memorized
- Closing should be unforeseen
- Closing should make the listener recollect

No, the answer is incorrect.
Score: 0

Accepted Answers:
Closing should be unforeseen

3) What among these should not be done during presentation? 1 point

- Begin with a pause
- Present your first sentence from memory
- Maintain eye contact
- Put the brakes off

No, the answer is incorrect.
Score: 0

Accepted Answers:
Put the brakes off

4) Julius Caesar is written by _____ . 1 point

- Christopher Marlowe
- Ben Jonson
- William Shakespeare
- John Dryden

No, the answer is incorrect.
Score: 0

Accepted Answers:
William Shakespeare

5) Among the following which one contains the correct order of the process of a job interview? 1 point

- Appraisal of CVs
Competency Tasks
Psychological Tests
Screening of Applicants
- Screening of Applicants
Appraisal of CVs
Competency Tasks
Psychological Tests
- Psychological Tests
Appraisal of CVs
Competency Tasks
Screening of Applicants
- Competency Tasks
Appraisal of CVs
Psychological Tests
Screening of Applicants

No, the answer is incorrect.
Score: 0

Accepted Answers:
Screening of Applicants
Appraisal of CVs
Competency Tasks
Psychological Tests

6) Through an interview trying to convince a person is called _____ . 1 point

- Information Interview
- Evaluation Interview
- Exit Interview
- Persuasive Interview

No, the answer is incorrect.
Score: 0

Accepted Answers:
Persuasive Interview

7) What among these is not necessary to develop an interview file? 1 point

- Copies of Resume
- Interview letter
- Self-analyzation
- Experience certificates

No, the answer is incorrect.
Score: 0

Accepted Answers:
Self-analyzation

8) A person's skills can be identified by himself/herself with all the options mentioned below except _____ . 1 point

- Corporate culture
- rewards
- expertise
- behaviour

No, the answer is incorrect.
Score: 0

Accepted Answers:
Corporate culture

9) A Resume is a _____ document describing one's past achievements and future intensions for a coveted career. 0 points

- Short
- Brief
- Casual
- Detailed

No, the answer is incorrect.
Score: 0

Accepted Answers:
Detailed

10)What should be the length of an ideal entry level resume? 1 point

- One and a half page
- Ten pages
- Five pages
- Fifteen pages

No, the answer is incorrect.
Score: 0

Accepted Answers:
One and a half page