

SARDAR PATEL UNIVERSITY
M.Com. (CBCS) Semester-III Examination
Thursday, 25th October, 2018
2.00 pm to 5.00 pm
CAREER PLANNING - PB03ACOM21

Total marks: 70

- Note:** 1. Figures to the right indicate full marks.
 2. Write answer of both sections separately in same Answer sheet.

SECTION-I

- Q.1** Write a note on 18
 1. Building Network of Contacts
 2. Identifying Appropriate Job

OR

- Q.1** Write a note on 18
 1. Finding your Employer
 2. Eulogy Exercise

- Q.2** What are the various Core competencies possessed by an applicant while applying for a job? 17

OR

- Q.2** Describe Traditional Print Resume and Scannable Print Resume in detail. 17

SECTION-II

- Q.3**
 (a) Define Interview? What do you investigate about the Company before going for the interview? 10

- (b) Write a note on Making Good Appearance. 07

OR

- Q.3** Write a note on 17
 1. Anticipating Questions and Preparing Answers
 2. Body sport for Interview

- Q.4** Define Group Discussion. Discuss the various Qualities looked for in Group Discussion in detail. 18

OR

- Q.4** Write a note on 18
 1. Techniques to initiate Group Discussion
 2. Topics of Group Discussion

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(P.T.O.)