



ARPUTHA

COLLEGE OF ARTS AND SCIENCE

(Affiliated to Bharathidasan University, Tiruchirappalli)
Arputha Nagar, Vamban - 622 303, Alangudi (Tk), Pudukkottai (Dt).

An Invitation

from

THE DEPARTMENT OF ENGLISH

for

The Inaugural Function of Certificate Course

on

PERSONALITY DEVELOPMENT

DATE : 3rd February 2021

PLACE : Auditorium

TIME : 1 p.m. - 2 p.m.

COURSE COORDINATOR

Mr. J. INNACIMUTHU

MEMBERS OF THE PROGRAMME

Dr. P. KUMARESAN

Dr. M. KISHORE KUMAR

Sr. A. MARY DENCY

Mr. R. SATHIYAMOORTHY

Mr. M. GANESAN



Welcome all



ARPUTHA COLLEGE OF ARTS & SCIENCE

(Affiliated to Bharathidasan University)

Arputha Nagar, Vamban - 622 303. Alangudi (T.k), Pudukkottai (Dt)

www.arputhacollege.in

Date :

DEPARTMENT OF ENGLISH
CERTIFICATE COURSE (2020-2021)
PERSONALITY DEVELOPMENT
SYLLABUS

Objectives:

Total Hrs.: 37Hrs.

Upon completion of the Personality Development course, participants will be able to:

- Enhance Self-Confidence and Self-Esteem.
- Cultivate Effective Communication Skills.
- Develop Positive Attitudes and Mindset.
- Improve Emotional Intelligence.
- Foster Leadership and Teamwork Abilities.

UNIT 1: INTRODUCTION TO PERSONALITY DEVELOPMENT

Understanding the concept of personality and its components - Self-awareness and self-assessment - Importance of personality development in personal and professional life.

UNIT 2: BUILDING SELF-CONFIDENCE AND SELF-ESTEEM

Techniques for building self-confidence - Developing a positive self-image and self-esteem - Overcoming self-doubt and limiting beliefs.

UNIT 3: EFFECTIVE COMMUNICATION SKILLS

Enhancing verbal and non-verbal communication skills - Active listening and empathetic communication - Assertiveness and expressing ideas confidently.

UNIT 4: EMOTIONAL INTELLIGENCE AND INTERPERSONAL SKILLS

Developing emotional intelligence and understanding emotions - Managing emotions and handling conflicts constructively - Building positive relationships and rapport with others.

UNIT 5: TIME MANAGEMENT AND GOAL SETTING

Effective time management techniques - Setting achievable goals and action plans - Prioritization and overcoming procrastination.

REFERENCES:

1. Cervone, Daniel, and Lawrence A. Pervin. "Personality: Theory and Research." John Wiley & Sons, 2019.
2. Rosenberg, Matthew McKay, and Patrick Fanning. "The Self-Esteem Workbook." New Harbinger Publications, 2016.
3. Carnegie, Dale. "How to Win Friends and Influence People." Pocket Books, 1998.
4. Goleman, Daniel. "Emotional Intelligence: Why It Can Matter More Than IQ." Bantam, 2005.
5. Tracy, Brian. "Eat That Frog! 21 Great Ways to Stop Procrastinating and Get More Done in Less Time." Berrett-Koehler Publishers, 2009.





ARPUTHA COLLEGE OF ARTS AND SCIENCE - VAMBAN
(Affiliated to Bharathidasan University - Tiruchirappalli)
ARPUTHA NAGAR, VAMBAN - 622 303.

DEPARTMENT OF ENGLISH
CERTIFICATE COURSE (2020-2021)
PERSONALITY DEVELOPMENT
STUDENTS NAME LIST


Time: 1.00 PM to 2.00 PM

Duration: 37 Hrs.


| S.NO | STUDENT NAME | DEPARTMENT | REG. NO. | SIGNATURE |
|------|----------------------|----------------------------|---------------|--------------------|
| 1 | BIHAVANI.P | III-BA TAMIL | CB18A 176052 | P. Bhavani |
| 2 | HANISHA MARIK | III-BA TAMIL | CB18A 176054 | Hanisha Marik |
| 3 | THEIVANALJ | III-BA TAMIL | CB18A 176059 | theivanaij |
| 4 | BHUVANESHWARIS | II-BA TAMIL | CB18A 178417 | Bhuvaneshwari S |
| 5 | ARCHANA.S | I-BBA | CB20B 321747 | Archana S. |
| 6 | DHESAPRIYA.A | I-BBA | CB20B 321749 | A. Dhesapriya |
| 7 | SIVAPRIYA.M | III-B.Sc. MATEHMATICS | CB18S 372504 | M. Sivapriya |
| 8 | SNEKA.J | III-B.Sc. MATEHMATICS | CB18S 372505 | J. Sneka |
| 9 | VINNARASLA | III-B.Sc. MATEHMATICS | CB18S 372511 | A. Vinnarasla |
| 10 | SUGANYA.S | III-B.Sc. MATEHMATICS | CB18S 372507 | S. Suganya |
| 11 | ELIZABETH PENIKINA.U | I-M.Sc. MATEHMATICS | P 20193101 | Elizabeth Penikina |
| 12 | KALAIVANIS | I-M.Sc. MATEHMATICS | P 20193102 | S. Kalaivani |
| 13 | LOURDHU MARY.R | I-M.Sc. MATEHMATICS | P 20193103 | R. Lourdhumary |
| 14 | MARIYA ANNAL.J | I-M.Sc. MATEHMATICS | P 20193104 | J. Mariya Annal |
| 15 | MEENA.P | I-M.Sc. MATEHMATICS | P 20193105 | MEENA.P |
| 16 | AISHWARYA.A | I-B.Sc. COMPUTER SCIENCE | CB20S 199436 | A. Aishwarya |
| 17 | FEVIN SANTHAYEE.V | I-B.Sc. COMPUTER SCIENCE | CB20S 199441 | Fevin Santhayee |
| 18 | AMALA CHINNA RANIS | II-B.Sc. COMPUTER SCIENCE | CB19S 193451 | A. Amala Chinna |
| 19 | GUNA.K | II-B.Sc. COMPUTER SCIENCE | CB19S 193455 | GUNA.K |
| 20 | ABINAYA.G | III-B.Sc. COMPUTER SCIENCE | CB18S 187846 | ABINAYA.G |
| 21 | KARTHIKA.S | III-B.Sc. COMPUTER SCIENCE | CB18S 1878452 | S. Karthika |
| 22 | NISHANTHI.K | III-B.Sc. COMPUTER SCIENCE | CB18S 1878459 | K. Nishanthi |



| S.NO | STUDENT NAME | DEPARTMENT | REG. NO. | SIGNATURE |
|------|--------------------|----------------------------|---------------|-------------------|
| 23 | VAISHNAVI.A | III-B.Sc. COMPUTER SCIENCE | CB18S 1878467 | A. VAISHNAVI |
| 24 | AROKIA KAMALI.V | III -B.Com | CB18C 58301 | V. Arokkia kamali |
| 25 | DEEPA.A | III -B.Com | CB18C 58302 | A. DEEPA |
| 26 | DHAVAMANIS | II -B.Com | CB19C 70666 | S.D. DHAVAMANI |
| 27 | JEGADEESWARLM | II -B.Com | CB19C 70667 | M. Jegadeeswarli |
| 28 | ANBARASLM | I-B.Com | CB20C 70826 | M. ANBARASI |
| 29 | FLORA.M | I-B.Com | CB20C 70827 | M. Flora |
| 30 | AGALYA.A | I-B.A ENGLISH | CB20A 144557 | A. Agalya |
| 31 | GAYATHRI.R | I-B.A ENGLISH | CB20A 144558 | R. Gayathri |
| 32 | JEEVADAYANAPRIYA.P | II-B.A ENGLISH | CB19A 139566 | P. Jeeva |
| 33 | PRIYA.S | II-B.A ENGLISH | CB19A 139569 | S. Priya |
| 34 | PRIYADHARSHIN.V | II-B.A ENGLISH | CB19A 139570 | V. Priyadharshini |
| 35 | RAMUPRIYA.K | II-B.A ENGLISH | CB19A 139571 | K. Ramupriya |
| 36 | SIVA SAKTHI.P | II-B.A ENGLISH | CB19A 139573 | P. Sivasakthi |
| 37 | VINOTHA.S | II-B.A ENGLISH | CB19A 139577 | Vinotha |
| 38 | VINOSIYA.S | II-B.A ENGLISH | CB19A 139578 | S. Vinysa |
| 39 | LEELIS IGNIS | III-B.A ENGLISH | CB18A 133388 | M. Leelis Igni |
| 40 | SANGEETHA.V | III-B.A ENGLISH | CB18A 133392 | V. Sangeetha |
| 41 | VETHANAYAGI.T | III-B.A ENGLISH | CB18A 133395 | Vethanayagi |
| 42 | VINSI MONICA.Y | III-B.A ENGLISH | CB18A 133396 | Y. Vinsimonia |


HEAD OF THE DEPARTMENT
DEPARTMENT OF ENGLISH
ARPUTHA COLLEGE OF ARTS & SCIENCE
ARPUTHA NAGAR, VAMBAN - 622 303.
PUDUKKOTTAI - (DT).




PRINCIPAL
ARPUTHA COLLEGE OF ARTS & SCIENCE
VAMBAN - 622 303.



ARPUTHA COLLEGE OF ARTS AND SCIENCE - VAMBAN
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DEPARTMENT OF ENGLISH
CERTIFICATE COURSE (2020-2021)
PERSONALITY DEVELOPMENT
STUDENTS' ATTENDANCE

Time: 1.00 P.M to 2.00 P.M

Duration: 37 Hrs

| S.NO | STUDENT NAME | DEPARTMENT | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|------|----------------------|----------------------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | | 3,2,2021 | 4,2,2021 | 5,2,2021 | 6,2,2021 | 8,2,2021 | 9,2,2021 | 10,2,2021 | 11,2,2021 | 12,2,2021 | 13,2,2021 | 15,2,2021 | 16,2,2021 | 17,2,2021 | 18,2,2021 | 19,2,2021 | 20,2,2021 | 22,2,2021 | 23,2,2021 | 24,2,2021 | 25,2,2021 |
| 1 | BHAVANI P | III TAMIL | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 2 | HANISHA MARL K | III TAMIL | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A |
| 3 | THEIVANALJ | III TAMIL | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 4 | BHUVANESHWARL S | III TAMIL | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 5 | ARCHANA S | I.B.B.A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 6 | DHESAPRIYA A | I.B.B.A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A | A |
| 7 | SIVAPRIYA M | III-MATHEMATICS | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 8 | SNEKA J | III-MATHEMATICS | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 9 | VINNARASIA | III-MATHEMATICS | A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 10 | SUGANYA S | III-MATHEMATICS | X | X | X | X | A | X | X | X | X | A | X | X | X | X | X | X | X | X | X | X |
| 11 | ELIZABETH PENIKINA U | I MSC MATHEMATICS | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 12 | KALAIVANIS | I MSC MATHEMATICS | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 13 | LOURDHU MARY S | I MSC MATHEMATICS | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 14 | MARIYA ANNAL J | I MSC MATHEMATICS | X | A | A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 15 | MEENA P | I MSC MATHEMATICS | X | X | A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 16 | AISHWARYA A | I-COMPUTER SCIENCE | A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 17 | FEVEN SANTHAYEE V | I-COMPUTER SCIENCE | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 18 | AMALA CHINNA RANIS | II-COMPUTER SCIENCE | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 19 | GUNA K | II-COMPUTER SCIENCE | X | X | X | A | A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 20 | ABINAYA G | III-COMPUTER SCIENCE | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 21 | KARTHIKA S | III-COMPUTER SCIENCE | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 22 | NISHANTHI K | III-COMPUTER SCIENCE | X | X | X | A | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |



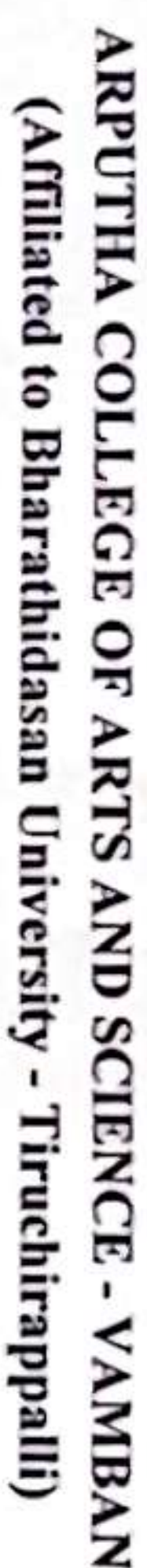


ARPUTHA COLLEGE OF ARTS AND SCIENCE - VAMBAN
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**DEPARTMENT OF ENGLISH
CERTIFICATE COURSE (2020-2021)
PERSONALITY DEVELOPMENT
STUDENTS' ATTENDANCE**

| S.NO | STUDENT NAME | DEPARTMENT | Duration: 37 Hrs | | | | | | | | | | | | | | | | | | | |
|------|---------------------|----------------------|------------------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 23 | VAISHNAVLA | III-COMPUTER SCIENCE | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 24 | AROKIA KAMALL V | III B.COM | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 25 | DEEPA.A | III B.COM | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 26 | DHAVAMANI.S | II B.COM | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 27 | JEGADEESWARL.M | II B.COM | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 28 | ANBARASI.M | I B.COM | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 29 | FLORA.M | I B.COM | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 30 | AGALYA.A | I-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 31 | GAYATHRI.R | I-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 32 | JEEVADAYANA PRIYA.P | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 33 | PRIYA.S | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 34 | PRIYADHARSHINI.V | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 35 | RAMUPRIYA.K | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 36 | SIVA SAKTHI.P | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 37 | VINOTHA.S | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 38 | VINOSIYA.S | II-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 39 | LEELIS IGNI.S | III-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 40 | SNGEETHA.V | III-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 41 | VETHANAYAGI.T | III-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 42 | VINSI MONICA.Y | III-B.A ENGLISH | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |



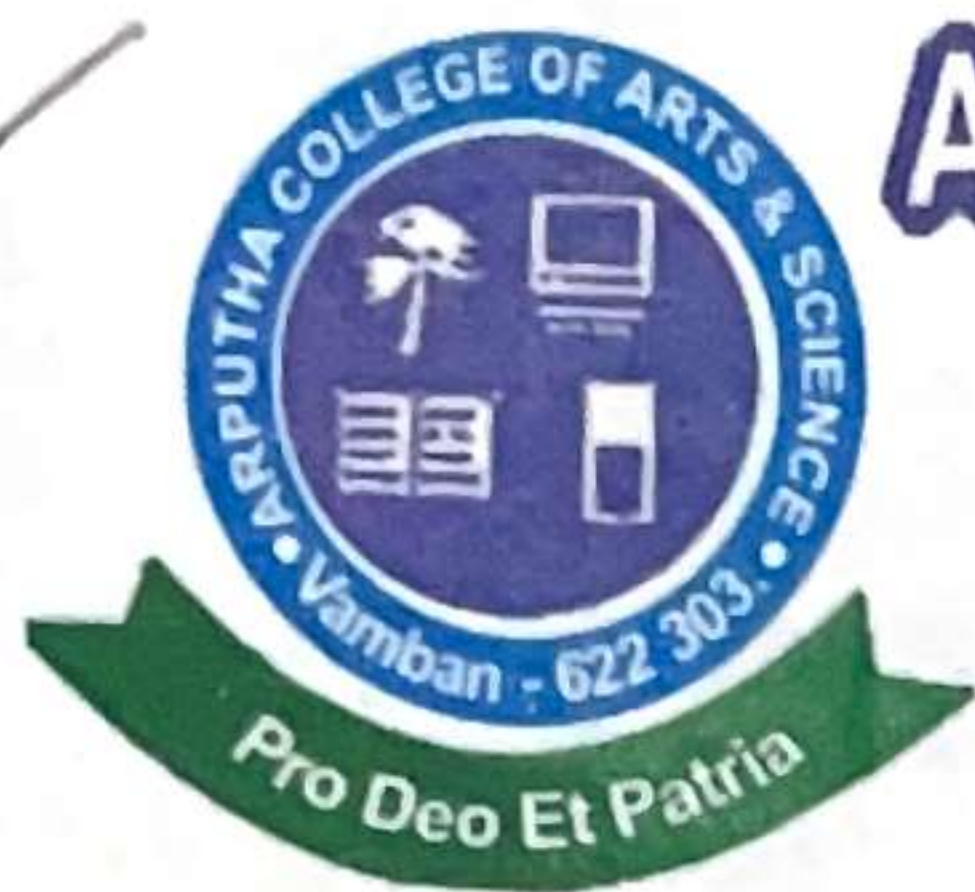


Duration: 37 Hrs





| S.NO | STUDENT NAME | DEPARTMENT |
|------|---------------------|----------------------|
| 23 | VASHNAVIA | III-COMPUTER SCIENCE |
| 24 | AROKIA KAMALI.V | III B.COM |
| 25 | DEEPA.A | III B.COM |
| 26 | DHAVAMANIS | II B.COM |
| 27 | JEGADEESWARLM | II B.COM |
| 28 | ANBARASIM | I B.COM |
| 29 | FLORAM | I B.COM |
| 30 | AGALYAA.A | I-B.A ENGLISH |
| 31 | GAYATHRI.R | I-B.A ENGLISH |
| 32 | JEEVADAYANA PRIYA.P | II-B.A ENGLISH |
| 33 | PRIYA.S | II-B.A ENGLISH |
| 34 | PRIYADHARSHINI.V | II-B.A ENGLISH |
| 35 | RAMUPRIYA.K | II-B.A ENGLISH |
| 36 | SIVA SAKTHI.P | II-B.A ENGLISH |
| 37 | VINOTHA.S | II-B.A ENGLISH |
| 38 | VINOSITYA.S | II-B.A ENGLISH |
| 39 | LEELIS IGNIS | III-B.A ENGLISH |
| 40 | SNGEETHA.V | III-B.A ENGLISH |
| 41 | VETHANAYAGI.T | III-B.A ENGLISH |
| 42 | VINSI MONICA.Y | III-B.A ENGLISH |



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www.arputhacollege.in

Date : 17-04-2021

**DEPARTMENT OF ENGLISH
CERTIFICATE COURSE (2020-2021)
PERSONALITY DEVELOPMENT
COURSE BRIEF REPORT WITH PHOTO**

This report provides an overview of the Personality Development Certificate Course conducted by the Department of English at Arputha College of Arts and Science during the academic year 2020-2021. The course aimed to empower students with essential life skills, focusing on personal growth, communication, and social effectiveness. The report includes details about the course duration, enrollment statistics, and the number of students who successfully completed the program and received their certificates.

Course Overview

The Personality Development Certificate Course at Arputha College of Arts and Science was designed to help students enhance their personality and develop critical life skills. The course sought to instill self-confidence, effective communication, interpersonal abilities, and positive attitudes in the participants, enabling them to thrive in various personal and professional settings.

Course Duration

The course was conducted over a total duration of 37 hours, which were distributed across multiple sessions during the academic year 2020-2021. The course was started on 03.02.2021 and ended on 19.03.2021. The duration allowed for in-depth exploration of various aspects of personality development while accommodating students' academic schedules.

Course Coordinator

The Academic Council members appointed Mr. J. Innacimuthu as the course coordinator for the "Personality Development" Certificate Course.

Enrollment Statistics

A total of 42 students enrolled in the Personality Development Certificate Course, showcasing the students' interest in self-improvement and personal growth. The enrollment figures highlighted the course's relevance in fostering well-rounded individuals prepared for future challenges.

Course Curriculum

The curriculum was thoughtfully structured by the Department of English to cover a comprehensive range of topics related to personality development. It included modules on self-awareness, self-esteem building, effective communication, conflict resolution, time management, and goal setting.

Teaching Methodology

The faculty employed an interactive teaching approach to engage students actively in the learning process. The course delivery incorporated lectures, group discussions, role-playing exercises, personality assessments, and real-life scenarios to provide practical insights into personality enhancement.

Certificate Criteria

The course required students to attend a total of 37 hours of instruction. Notably, students who attended more than or equal to 30 hours of the course were eligible to receive a certificate of completion.

Certificate Distribution

At the conclusion of the Personality Development Certificate Course, 41 students demonstrated notable progress in their personal and social skills and successfully fulfilled the course requirements. These dedicated students were awarded certificates of completion, recognizing their commitment and achievement in developing their personalities.

Finally, the Personality Development Certificate Course at Arputha College of Arts and Science, conducted by the Department of English during the academic year 2020-2021, proved to be a valuable program for students to work on their personal growth and development. With 41 out of 42 students successfully completing the course, the program achieved its objective of empowering students with essential life skills.





ARPUTHA COLLEGE OF ARTS AND SCIENCE

Affiliated to Bharathidasan University, Tiruchirappalli - 24.

Arputha Nagar, Vamban, Pudukkottai - 622 303

DEPARTMENT OF ENGLISH
CERTIFICATE COURSE ASSESSMENT
PERSONALITY DEVELOPMENT (2020-2021)

Subject Code: 20ENCCPD

Class:

Name:

Semester: Even

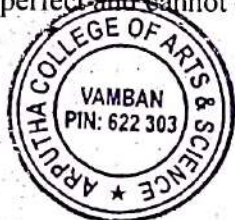
Duration: 1 hr.

Reg. No:

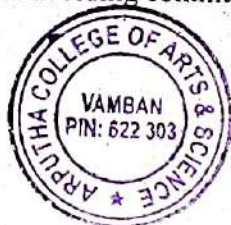
Answer ALL Questions:

25x2=50

1. What term refers to the unique pattern of thoughts, feelings, and behaviors that make an individual who they are?
 - a) Attitude
 - b) Intelligence
 - c) Personality
 - d) Self-esteem
2. What are the main components of personality?
 - a) Intelligence and charisma
 - b) Attitude and appearance
 - c) Character, temperament, and environment
 - d) Clothing and hairstyle
3. Why is self-awareness important for personality development?
 - a) To ignore personal shortcomings
 - b) To focus only on strengths
 - c) To understand one's strengths, weaknesses, and behaviors
 - d) To avoid self-reflection
4. What does self-assessment involve?
 - a) Avoiding self-reflection
 - b) Criticizing oneself constantly
 - c) Evaluating one's abilities, interests, and values
 - d) Promoting overconfidence
5. How can personality development benefit personal and professional life?
 - a) By making relationships difficult
 - b) By hindering career growth
 - c) By improving self-confidence, communication, and relationships
 - d) By ignoring personal growth
6. What is self-confidence?
 - a) The belief in one's abilities and judgment
 - b) The belief that one is perfect and cannot improve



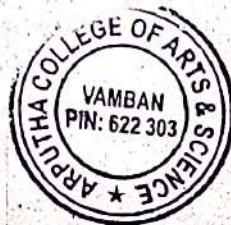
- c) A lack of belief in oneself
 - d) The avoidance of self-assessment
7. What is a positive self-image?
- a) An unrealistic view of oneself
 - b) A negative perception of oneself
 - c) A realistic and favorable view of oneself
 - d) Avoiding any self-perception
8. How can positive self-image contribute to self-confidence?
- a) By promoting self-doubt
 - b) By fostering self-criticism
 - c) By creating a foundation for self-assurance
 - d) By ignoring self-image
9. How can one overcome self-doubt and limiting beliefs?
- a) By ignoring them
 - b) By accepting them as absolute truths
 - c) By challenging and replacing them with positive beliefs
 - d) By avoiding self-awareness
10. Why is self-esteem important for personal development?
- a) To promote self-doubt
 - b) To hinder growth
 - c) To foster a positive self-image and confidence
 - d) To avoid self-assessment
11. What is verbal communication?
- a) Communication without words
 - b) Communication through written text only
 - c) Communication using spoken or written words
 - d) Avoiding all forms of communication
12. Why is active listening an important part of effective communication?
- a) To ignore others' perspectives
 - b) To avoid any form of communication
 - c) To fully understand and respond to what others are saying
 - d) To dominate conversations
13. Why is empathy an essential component of effective communication?
- a) To dominate conversations
 - b) To ignore others' feelings
 - c) To foster understanding and connection with others
 - d) To avoid any emotional expression
14. What is assertiveness in communication?
- a) Being overly aggressive and dominating
 - b) Avoiding all forms of communication
 - c) Expressing ideas and needs confidently while respecting others
 - d) Being passive and avoiding communication conflicts



15. What is non-verbal communication?
- Communication through written text
 - Communication using spoken words only
 - Communication without using words
 - Avoiding communication with gestures
16. What is emotional intelligence (EI)?
- The avoidance of emotions
 - The ability to understand, manage, and use emotions effectively
 - The suppression of emotions
 - The disregard of others' emotions
17. What is the role of emotional intelligence (EI) in understanding emotions?
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 - To recognize, understand, and manage one's own and others' emotions
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 - By fostering empathy and effective communication during conflicts
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 - To avoid communicating with others
 - To enhance teamwork, trust, and cooperation
 - To maintain emotional distance from others
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 - By actively trying to understand and share others' feelings
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- To make tasks more complicated
 - To maximize productivity and efficiency
 - To procrastinate tasks
 - To avoid setting goals
22. Why is effective time management crucial in personal and professional life?
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 - To promote procrastination
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23. What is the significance of setting achievable goals?
- To make goals unrealistic and unattainable
 - To maintain a lack of direction



- c) To motivate and provide direction for personal and professional growth
 - d) To avoid any form of goal-setting
24. What is prioritization in time management?
- a) Ignoring tasks
 - b) Completing tasks in a random order
 - c) Ranking tasks by importance and tackling them accordingly
 - d) Avoiding all tasks
25. How can one overcome procrastination?
- a) By setting unrealistic deadlines
 - b) By avoiding setting deadlines altogether
 - c) By breaking tasks into smaller, manageable steps and setting deadlines
 - d) By ignoring time management techniques





ARPUTHA COLLEGE OF ARTS AND SCIENCE

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Arputha Nagar, Vamban, Pudukkottai - 622 303

DEPARTMENT OF ENGLISH
CERTIFICATE COURSE ASSESSMENT
PERSONALITY DEVELOPMENT (2020-2021)
Subject Code: 20ENCCPD

ANSWER KEY

1. c) Personality
2. c) Character, temperament, and environment
3. c) To understand one's strengths, weaknesses, and behaviors
4. c) Evaluating one's abilities, interests, and values
5. c) By improving self-confidence, communication, and relationships
6. a) The belief in one's abilities and judgment
7. c) A realistic and favorable view of oneself
8. c) By creating a foundation for self-assurance
9. c) By challenging and replacing them with positive beliefs
10. c) To foster a positive self-image and confidence
11. c) Communication using spoken or written words
12. c) To fully understand and respond to what others are saying
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**DEPARTMENT OF ENGLISH
CERTIFICATE COURSE ASSESSMENT
PERSONALITY DEVELOPMENT (2020-2021)**

Subject Code: 20ENCCPD

Class: III - TAMIL

Name: THEIVANAI J

Semester: Even

Duration: 1 hr.

Reg. No: CB18A176059

Answer ALL Questions:

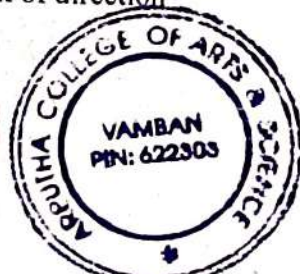
25x2=50

1. What term refers to the unique pattern of thoughts, feelings, and behaviors that make an individual who they are?
 - a) Attitude
 - b) Intelligence
 - c) ☒ Personality
 - d) Self-esteem
2. What are the main components of personality?
 - a) Intelligence and charisma
 - b) Attitude and appearance
 - c) ☒ Character, temperament, and environment
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3. Why is self-awareness important for personality development?
 - a) ☒ To ignore personal shortcomings
 - b) To focus only on strengths
 - c) To understand one's strengths, weaknesses, and behaviors
 - d) To avoid self-reflection
4. What does self-assessment involve?
 - a) Avoiding self-reflection
 - b) Criticizing oneself constantly
 - c) ☒ Evaluating one's abilities, interests, and values
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5. How can personality development benefit personal and professional life?
 - a) By making relationships difficult
 - b) By hindering career growth
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 - d) By ignoring personal growth
6. What is self-confidence?
 - a) ☒ The belief in one's abilities and judgment
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- c) A lack of belief in oneself
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7. What is a positive self-image?
- a) An unrealistic view of oneself
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8. How can positive self-image contribute to self-confidence?
- a) By promoting self-doubt
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DEPARTMENT OF ENGLISH CERTIFICATE COURSE ASSESSMENT PERSONALITY DEVELOPMENT (2020-2021)

Subject Code: 20ENCCPD

Semester: Even

Class: II - B. Sc computer Science

Duration: 1 hr.

Name: S. Amala Chinna Rani

Reg. No: CB195 193451

Answer ALL Questions:

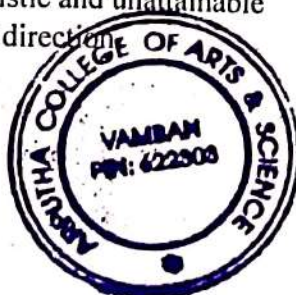
25x2=50

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DEPARTMENT OF ENGLISH CERTIFICATE COURSE ASSESSMENT PERSONALITY DEVELOPMENT (2020-2021)

Subject Code: 20ENCCPD

Class: II - B.com

Name: Dhavamani S

Semester: Even

Duration: 1 hr.

Reg. No: CB19C70666

Answer ALL Questions:

25x2=50

1. What term refers to the unique pattern of thoughts, feelings, and behaviors that make an individual who they are?
 - a) Attitude
 - b) Intelligence
 - c) Personality
 - d) Self-esteem
2. What are the main components of personality?
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 - a) To ignore personal shortcomings
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 - c) To understand one's strengths, weaknesses, and behaviors
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4. What does self-assessment involve?
 - a) Avoiding self-reflection
 - b) Criticizing oneself constantly
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- c) A lack of belief in oneself
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14. What is assertiveness in communication?
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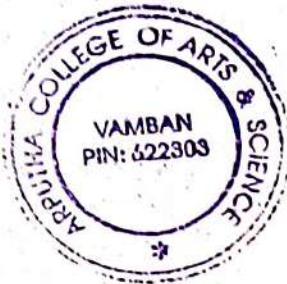
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ARPUTHA COLLEGE OF ARTS AND SCIENCE

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DEPARTMENT OF ENGLISH CERTIFICATE COURSE ASSESSMENT PERSONALITY DEVELOPMENT (2020-2021)

Subject Code: 20ENCCPD

Semester: Even

Class: III - B.A ENGLISH

Duration: 1 hr.

Name: Sangeetha.V

Reg. No: CB18A133392

Answer ALL Questions:

25x2=50

1. What term refers to the unique pattern of thoughts, feelings, and behaviors that make an individual who they are?
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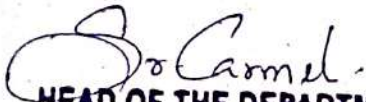
ARPUTHA COLLEGE OF ARTS AND SCIENCE - VAMBAN
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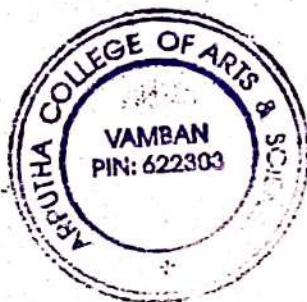
DEPARTMENT OF ENGLISH
CERTIFICATE COURSE (2020-2021)
PERSONALITY DEVELOPMENT
STUDENTS MARK LIST

| S.NO | STUDENT NAME | DEPARTMENT | REG. NO. | MAXIMUM MARKS | MARKS OBTAINED |
|------|----------------------|----------------------------|---------------|---------------|----------------|
| 1 | BHIVANI.P | III-BA TAMIL | CB18A 176052 | 50 | 38 |
| 2 | HANISHA MARLK | III-BA TAMIL | CB18A 176054 | 50 | 28 |
| 3 | THEIVANALJ | III-BA TAMIL | CB18A 176059 | 50 | 42 |
| 4 | BHUVANESHWARIS | II-BA TAMIL | CB18A 178417 | 50 | 34 |
| 5 | ARCHANA.S | I-BBA | CB20B 321747 | 50 | 46 |
| 6 | DHESAPRIYA.A | I-BBA | CB20B 321749 | 50 | 38 |
| 7 | SIVAPRIYA.M | III-B.Sc. MATEHMATICS | CB18S 372504 | 50 | 36 |
| 8 | SNEKA.J | III-B.Sc. MATEHMATICS | CB18S 372505 | 50 | 40 |
| 9 | VINNARASLA | III-B.Sc. MATEHMATICS | CB18S 372511 | 50 | 38 |
| 10 | SUGANYA.S | III-B.Sc. MATEHMATICS | CB18S 372507 | 50 | 42 |
| 11 | ELIZABETH PENIKINA.U | I-M.Sc. MATEHMATICS | P 20193101 | 50 | 42 |
| 12 | KALAIVANIS | I-M.Sc. MATEHMATICS | P 20193102 | 50 | 42 |
| 13 | LOURDHU MARY.R | I-M.Sc. MATEHMATICS | P 20193103 | 50 | 40 |
| 14 | MARIYA ANNAL.J | I-M.Sc. MATEHMATICS | P 20193104 | 50 | 40 |
| 15 | MEENA.P | I-M.Sc. MATEHMATICS | P 20193105 | 50 | 34 |
| 16 | AISHWARYA.A | I-B.Sc. COMPUTER SCIENCE | CB20S 199436 | 50 | 38 |
| 17 | FEVIN SANTHAYEE.V | I-B.Sc. COMPUTER SCIENCE | CB20S 199441 | 50 | 42 |
| 18 | AMALA CHINNA RANIS | II-B.Sc. COMPUTER SCIENCE | CB19S 193451 | 50 | 42 |
| 19 | GUNA.K | II-B.Sc. COMPUTER SCIENCE | CB19S 193455 | 50 | 34 |
| 20 | ABINAYA.G | III-B.Sc. COMPUTER SCIENCE | CB18S 187846 | 50 | 38 |
| 21 | KARTHIKA.S | III-B.Sc. COMPUTER SCIENCE | CB18S 1878452 | 50 | 32 |
| 22 | NISHANTHILK | III-B.Sc. COMPUTER SCIENCE | CB18S 1878459 | 50 | 36 |



| S.NO | STUDENT NAME | DEPARTMENT | REG. NO. | MAXIMUM MARKS | MARKS OBTAINED |
|------|--------------------|----------------------------|---------------|---------------|----------------|
| 23 | VAISHNAVIA | III-B.Sc. COMPUTER SCIENCE | CB18S 1878467 | 50 | 34 |
| 24 | AROKIA KAMALI.V | III -B.Com | CB18C 58301 | 50 | 40 |
| 25 | DEEPA.A | III -B.Com | CB18C 58302 | 50 | 36 |
| 26 | DHIAVAMANI.S | II -B.Com | CB19C 70666 | 50 | 34 |
| 27 | JEGADEESWARIM | II -B.Com | CB19C 70667 | 50 | 38 |
| 28 | ANBARASI.M | I-B.Com | CB20C 70826 | 50 | 36 |
| 29 | FLORA.M | I-B.Com | CB20C 70827 | 50 | 40 |
| 30 | AGALYA.A | I-B.A ENGLISH | CB20A 144557 | 50 | 34 |
| 31 | GAYATHIRI.R | I-B.A ENGLISH | CB20A 144558 | 50 | 36 |
| 32 | JEEVADAYANAPRIYA.P | II-B.A ENGLISH | CB19A 139566 | 50 | 40 |
| 33 | PRIYA.S | II-B.A ENGLISH | CB19A 139569 | 50 | 38 |
| 34 | PRIYADHARSHINI.V | II-B.A ENGLISH | CB19A 139570 | 50 | 36 |
| 35 | RAMUPRIYA.K | II-B.A ENGLISH | CB19A 139571 | 50 | 36 |
| 36 | SIVA SAKTHI.P | II-B.A ENGLISH | CB19A 139573 | 50 | 38 |
| 37 | VINOTHIA.S | II-B.A ENGLISH | CB19A 139577 | 50 | 34 |
| 38 | VINOSIYA.S | II-B.A ENGLISH | CB19A 139578 | 50 | 32 |
| 39 | LEELIS IGNIS | III-B.A ENGLISH | CB18A 133388 | 50 | 42 |
| 40 | SANGEETHA.V | III-B.A ENGLISH | CB18A 133392 | 50 | 46 |
| 41 | VETHANAYAGI.T | III-B.A ENGLISH | CB18A 133395 | 50 | 38 |
| 42 | VINSI MONICA.Y | III-B.A ENGLISH | CB18A 133396 | 50 | 44 |


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