

EASTERN UNIVERSITY, SRI LANKA

FACULTY OF SCIENCE

First Year First Semester Examination in Science 2016/2017 (Proper / Repeat)

(August / September - 2018)

CC 108 Entrepreneurship and Introduction to Career Guidance

Answer all questions

Time: 01 Hour

Q1. a) *'Career begins with the question of choice, decision-making and the exercise of preference'.*

Define the following terms with examples:

- i) Job
- ii) Occupation
- iii) Career
- iv) Career Development
- v) Career Guidance

(10 Marks)

b) *'Soft skills refer to the cluster of personality traits, social grace, and facility with language, personal habits, friendliness, and optimism that mark people to varying degree'.*

Briefly elaborate on any five (05) soft skills which need to be included in the workforce profile.

(10 Marks)

c) List out **Employees' perspective** of an interview when they prepare to get the post successfully.

(10 Marks)

- d) *'A critical part of the communication model is the channel through which information is transmitted'.*

Briefly elaborate the **communication channels** with examples.

(10 Marks)

- e) List out the factors that need to be considered when **preparing the Covering Letter** for a job application.

(10 Marks)

(Total 50 Marks)

- Q2. a) Briefly describe the **Managerial Levels** with examples.

(10 Marks)

- b) List out and explain the **types of managers** who are in an organization.

(10 Marks)

- c) Briefly elaborate the basic **skills needed by a manager**.

(10 Marks)

- d) *"An entrepreneur is a person who has possession of a new enterprise, venture or idea and is accountable for the inherent risks and the outcome."*

Briefly elaborate any five (05) **qualities** of an Entrepreneur.

(10 Marks)

- e) *"Entrepreneurs have had the most success in changing the world".*

State what an **"Entrepreneurship"** is and list out the challenges of an entrepreneur.

(10 Marks)

(Total 50 Marks)