



रयत शिक्षण संस्थेचे

श्री सद्गुरु गंगागीर महाराज सायन्स ,गौतम आर्ट्स अँड संजीवनी कॉमर्स कॉलेज
कोपरगाव,ता.कोपरगाव,जि.अ. नगर

दि१२/०३/२०२२

नोटीस

महाविद्यालयातील मानसशास्त्रविषयाच्याप्रथम, व्दितीय, तृतीय वर्षाच्या विद्यार्थ्यांना कळविण्यात येते की, शैक्षणिक वर्ष.२०२१-२२ मध्ये विभागाच्या वतीने व्यक्तिमत्व विकास व अभ्यास कौशल्ये (personality development of study skills) कोर्स सुरु करण्यात येत आहे. सदरचा कोर्स २ महिन्याच्या आहे (४ एप्रिल ते ४ जून) कालावधीचा असून प्रवेश मर्यादित आहे. तरी या कोर्ससाठी प्रवेश घेण्याची इच्छिणा-या विद्यार्थ्यांनी आपली नावे प्रा. बनसोडे एस्.एस्. यांच्या कडे दि. ३१/०३/२०२२ पर्यंत दयावीत.



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Kopergaon



RayatShikshanSanstha's

ShriSadguruGangageerMaharaj Science, Gautam Arts and Sanjivani Commerce
College, Kopargaon, Dist:-A.Nagar

Department of Psychology

Short term course

2021-2022

Department of Psychology has decided to start a short term course

“**Personality Development and Study Skill**” for framing the syllabus of said course. Committee has been constituted as follow.

- 1) Prin. R.R.sanap (Chairperson)
- 2) Mrs. S. S. Bansode (Head & Member)
- 3) Vice Prin. Dr. S. Randhir (Member)

Aims and objective of the Syllabus:

- 1) To develop skill of personal and social relation and establish it effective interpersonal relationship.
- 2) To help the student for progressive /successful life.
- 3) To guide the students by identifying their weaknesses.
- 4) To make more efficient use of students study time to get more work done in time.
- 5) To make the students learning easier and help them to retain what's / has learned for longer.
- 6) To contribute in an individual and national development.
- 7) An improvement in the student's personality which can improve his chances for successes in any undertakings.

S. S. Bansode
Head

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/ Syllabus of Personality Development

For online certificate program of personality Development, it includes eight weeks comprises of the given below courses layout:-

1. **Week 1:** Define Personality, Determinants of Personality Development, Perception – Definition, Perceptual Process.
2. **Week 2:** Factors of Association – Relationship, Personality Traits, Developing Effective Habits, Emotional Intelligence.
3. **Week 3:** Motivation, Introspection, Self-Assessment, Self-Appraisal & Self-development, Sigmund Freud Id, Ego & SuperEgo.
4. **Week 4:** Self Esteem and Maslow, Self Esteem & Erik Erikson, Mind Mapping, Competency Mapping & 360 Degree Assessment, Types of Personalities – Introvert, Extrovert & Ambivert person, Effective Communication & Its key aspects.
5. **Week 5:** Assertiveness, Decision-making skills, Conflict: Process & Resolution, Leadership & Qualities of Successful Leader.
6. **Week 6:** Interpersonal Relationship, Personality – Spiritual journey beyond the management of change, Good manners & Etiquities, Effective Speech, Understanding Body language, projective positive body language.
7. **Week 7:** Attitude – Concept -Significance -Factors affecting attitudes – Positive attitude–Advantages –Negative attitude-Disadvantages -Ways to develop a positive attitude, Carl Jung 's contribution to personality development theory.
8. **Week 8:** Stress Management: Introduction, Causes, stress management techniques, Time management: Importance of time management, Techniques of time management, Time management styles.

Subject to Study Personality Development Course

Here the list of subject study in personality development course:

- Presentation Skills
- Communication Skills
- Interpersonal Skills
- Work Place Etiquette
- Meeting / Telephone / Group Etiquette
- Body Language



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- Self Confidence
- Positive Attitude
- Conversation English
- Pronunciations
- Story narrations, Verb Patterns
- Speech fluency
- Self Motivation
- Confidence Building
- Role Plays
- Reporting, Speaking habits
- Powerful Presentation Techniques
- Time management
- Voice modulation
- Stress Management
- Building a positive attitude – creative thinking
- Executive Corporate Attire / Formal Dressing



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Study skills syllabus

Course objective: - to provide the opportunity for each learner to develop to his / her individual capacity .we also seek to provide support that will meet each student need while leading to high graduations. We work to improve the students' basic skills & we strive to provide appreciate pre-vocational experience for our students .we will also address transitioning to employment & services.

1. **To become accountable:** - you will learn how to take personal responsibility, gaining greater personal control over the outcome & expressions that you create both in life.
2. **To increase self –motivations:** - you will learn to create greater inner motivations by discovering your own personally meaningful goals & aspirations.
3. **To improve personal self:–management:** - you will learn numerous strategies for taking control of your time & energy, allowing you to become more effective & efficient toward the accomplishment of educational & personal goals.
4. **To heighten self –awareness:** - you will learn how to understand & revise your behaviors & emotions to reach your goals.
5. **To strengthen self –advocacy skills:** - you will learn effective strategies to tend to address your individual needs.
6. **To maximize your learning :-** you will learn many effective study skills strategies such as note taking ,memory boosters, goals setting ,test taking strategies & effective decision –making skills etc.
7. **To develop creative & critical thinking skills:** - you will learn how to enhance the thinking skills essential for analyzing & solving daily problem.



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Department Of Psychology

Short Term Course

Personality Development And Study Skills

2021- 2022

TIME TABLE

SR.NO	TIME	NAME OF THE EXPERT	NAME OF THE TOPICE
1	1 TO 2	BANSODE .S.S	Introduction to personality
2	1 TO 2	PROF .BANSODE .S.S	Leadership
3	1 TO 2	PROF .BANSODE .S.S	Leadership
4	1 TO 2	PROF .BANSODE .S.S	Interpersonal relation
5	1 TO 2	PROF SHAIKH G.Y	Communication skill
6	1 TO 2	PROF. SHAIKH.G.Y	Communication skill
7	1 TO 2	PROF. BANSODE.S.S	Stress management
8	1 TO 2	PROF .BANSODE .S.S	Stress management
9	1 TO 2	PROF. BANSODE .S.S	Group dynamic and team building
10	1 TO 2	PROF .BANSODE.S.S	GROUP Dynamic and team building
11	1 TO 2	PROF . BANSODE .S.S	Motivation
12	1 TO 2	PROF. BANSODE S.S	Motivation
13	1 TO 2	PROF . BANSODE.S. S	Performance appraisal
14	1 TO 2	PROF .BANSODE .S. S	Performance appraisal
16	1 TO 2	PROF.BANSODE. S.S	Test no-1
17	1 TO 2	PROF. BANSODE S.S	Introduction to study skill
18	1 TO 2	PROF . BANSODE.S. S	Time management
19	1 TO 2	PROF .BANSODE .S. S	Time management
20	1 TO 2	PROF.BANSODE. S.S	Organizing yourself for effecting stud
21	1 TO 2	PROF.BANSODE. S.S	Organizing yourself for effecting stud
22	1 TO 2	PROF. BANSODE S.S	Reading and techniques
23	1 TO 2	PROF . BANSODE.S. S	Preparing for revision
24	1 TO 2	PROF .BANSODE .S. S	Test -2
25	1 TO 2	PROF.BANSODE. S.S	TEST-3



Short term course

2021-22

Personality development & study skills

Sr.no	name of student	4/4/22	5/4/22	6/4/22	7/4/22	Topic	Point
1	Avinash Naveen F					Introduction to personality	1
2	Aher rajmati shivaji						
3	Banker vrushali arun					Introduction to personality	2
	Bhadange dhammadip sanjay	AA	AA	AA	AA		
5	Buse sahil bhart	AA	AA	AA	AA		Topic
6	Dethe varsha vasant						
7	Dhavale Deepak rahesh	AA	AA	AA	AA		
8	Kankrale mansi shahebrao						
9	Kadam tushar kantaram						
10	Kasbe vinod rajendra	vinod	vinod	vinod	vinod		
11	Lahare chaityanya babasheb	C.B.L	C.B.L	C.B.L	C.B.L		
12	Mali komal nilkanth						
	Mishra anwasha sibasundar						
14	Satidive sagar anil						
15	Shelar sagar kishor						
16	Padekar gaiyatri rajendra						
17	Sure Prasad sunil	Sure	Sure	Sure	Sure		
18	Tribhuwan shubham .b	T.S.b	T.S.b	T.S.b	T.S.b		
19	wage vaishnavi vijay	wage	wage	wage	wage		
20	Aher radhakrushna .s	Aher R	Aher R	Aher R	Aher R		



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Short term course
2020-21
Personality development & study skills

Sr. no	name of student	12/4/22	13/4/22	16/4/22	18/4/22	Topic	Point
1	Avinash Naveen F	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>		
2	Aher rajmati shivaji	<i>Rajmati</i>	<i>Rajmati</i>	<i>Rajmati</i>	<i>Rajmati</i>	Interpersonal relation	5
3	Banker vrushali arun	A	A	A	A		6
	Bhadange dhammadip sanjay	A	A	A	A		7
5	Buse sahil bhart	A	A	A	A		Topic
6	Dethe varsha vasant	<i>Varsha</i>	<i>Varsha</i>	<i>Varsha</i>	<i>Varsha</i>		
7	Dhavale Deepak rahesh	<i>Dhavale</i>	<i>Dhavale</i>	<i>Dhavale</i>	<i>Dhavale</i>		
8	Kankrale mansi shahebrao	<i>Mansi</i>	<i>Mansi</i>	<i>Mansi</i>	<i>Mansi</i>		
9	Kadam tushar kantaram	<i>Tushar</i>	<i>Tushar</i>	<i>Tushar</i>	<i>Tushar</i>		
10	Kasbe vinod rajendra	<i>Vinod</i>	<i>Vinod</i>	<i>Vinod</i>	<i>Vinod</i>		
11	Lahare chaityanya babasheb	C.B.L	C.B.L	C.B.L	C.B.L		
	Mali komal nilkanth	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>	<i>Komal</i>		
13	Mishra anwasha sibasundar	<i>Anwasha</i>	<i>Anwasha</i>	<i>Anwasha</i>	<i>Anwasha</i>		
14	Satidive sagar anil	<i>Sagar</i>	<i>Sagar</i>	<i>Sagar</i>	<i>Sagar</i>		
15	Shelar sagar kishor	<i>S.K. Shelar</i>	<i>S.K. Shelar</i>	<i>S.K. Shelar</i>	<i>S.K. Shelar</i>		
16	Padekar gaiyatri .r	<i>Gaiyatri</i>	<i>Gaiyatri</i>	<i>Gaiyatri</i>	<i>Gaiyatri</i>		
17	Sure Prasad sunil	<i>Sure</i>	<i>Sure</i>	<i>Sure</i>	<i>Sure</i>		
18	Tribhuwan shubham .b	<i>T.S.b</i>	<i>T.S.b</i>	<i>T.S.b</i>	<i>T.S.b</i>		
19	wage vaishnavi vijay	<i>wage.v</i>	<i>wage.v</i>	<i>wage.v</i>	<i>wage.v</i>		
20	Aher radhakrushna .s	<i>Aher.R</i>	<i>Aher.R</i>	<i>Aher.R</i>	<i>Aher.R</i>		



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Short term course
2020-21
Personality development & study skills

Sr.no	name of student	19/4/22	20/4/22	21/4/22	22/4/22	Topic	Point
1	Avinash Naveen F	<u>AV</u>	<u>AV</u>	<u>AV</u>	<u>AV</u>		
2	Aher rajmati shivaji	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	Leadership	3
3	Banker vrushali arun	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>	Leadership	4
4	Bhadange dhammadip sanjay	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>		
	Buse sahil bhart	<u>B. Sahil</u>	<u>B. Sahil</u>	<u>B. Sahil</u>	<u>B. Sahil</u>		Topic
6	Dethe varsha vasant	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>		
7	Dhavale Deepak rahesh	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>		
8	Kankrale mansi shahebrao	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>		
9	Kadam tushar kantaram	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>		
10	Kasbe vinod rajendra	<u>Winod</u>	<u>Winod</u>	<u>Winod</u>	<u>Ab</u>		
11	Lahare chaityanya babasheb	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>		
	Mali komal nilkanth	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>		
13	Mishra anwasha sibasundar	<u>Anusha</u>	<u>Anusha</u>	<u>Anusha</u>	<u>Anusha</u>		
14	Satidive sagar anil	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>	5	
15	Shelar sagar kishor	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>		
16	Padekar gaiyatri .r	<u>Gaiyatri</u>	<u>Gaiyatri</u>	<u>Gaiyatri</u>	<u>Gaiyatri</u>		
17	Sure Prasad sunil	<u>AA</u>	<u>AA</u>	<u>AA</u>	<u>AA</u>		
18	Tribhuwan shubham .b	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>		
19	wage vaishnavi vijay	<u>AA</u>	<u>AA</u>	<u>AA</u>	<u>AA</u>		
20	Aher radhakrushna .s	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>		



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Short term course
2021-22
Personality development & study skills

Sr. no	name of student	23/4/22	25/4/22	26/4/22	27/4/22	Topic	Point
1	Avinash Naveen F	<u>AV</u>	<u>AV</u>	<u>AV</u>	<u>AV</u>		
2	Aher rajmati shivaji	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	Interpersonal relation	5
3	Banker vrushali arun	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>		6
4	Bhadange dhammadip sanjay	<u>AA</u>	<u>AA</u>	<u>AA</u>	<u>AA</u>		7
5	Buse sahil bhart	<u>AA</u>	<u>AA</u>	<u>AA</u>	<u>AA</u>		Topic
6	Dethe varsha vasant	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>		
7	Dhavale Deepak rahesh	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>		
8	Kankrale mansi shahebrao	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>		
9	Kadam tushar kantaram	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>		
10	Kasbe vinod rajendra	<u>AA</u>	<u>AA</u>	<u>AA</u>	<u>AA</u>		
11	Lahare chaityanya babasheb	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>		
12	Mali komal nilkanth	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>		
13	Mishra anwasha sibasundar	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>		
14	Satidive sagar anil	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>		
15	Shelar sagar kishor	<u>S.K.Shelar</u>	<u>S.K.Shelar</u>	<u>S.K.Shelar</u>	<u>S.K.Shelar</u>		
16	Padekar gaiyatri .r	<u>Gaiyatri</u>	<u>Gaiyatri</u>	<u>Gaiyatri</u>	<u>Gaiyatri</u>		
17	Sure Prasad sunil	<u>AA</u>	<u>AA</u>	<u>AA</u>	<u>AA</u>		
18	Tribhuwan shubham .b	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>		
19	wage vaishnavi vijay	<u>wage V</u>	<u>wage V</u>	<u>wage V</u>	<u>wage V</u>		
20	Aher radhakrushna .s	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>		

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Short term course
2020-21
Personality development & study skills

Sr. no	name of student	28/4/22	29/4/22	30/4/22	2/5/22	Topic	Point
1	Avinash Naveen F	A	A	A	A		
2	Aher rajmati shivaji	Rajmati	Rajmati	Rajmati	Rajmati	Interpersonal relation	5
3	Banker vrushali arun	Banker	Banker	Banker	Banker		6
	Bhadange dhammadip sanjay	AA	AA	AA	AA		7
5	Buse sahil bhart	AA	AA	AA	AA		Topic
6	Dethe varsha vasant	Varsha	Varsha	Varsha	Varsha		
7	Dhavale Deepak rahesh	AA	AA	AA	AA		
8	Kankrale mansi shahebrao	Mansi	Mansi	Mansi	Mansi		
9	Kadam tushar kantaram	Tushar	Tushar	Tushar	Tushar		
10	Kasbe vinod rajendra	AA	AA	AA	AA		
11	Lahare chaityanya babasheb	C.B.L	C.B.L	C.B.L	C.B.L		
	Mali komal nilkanth	Komal	Komal	Komal	Komal		
13	Mishra anwasha sibasundar	Anwasha	Anwasha	Anwasha	Anwasha		
14	Satidive sagar anil	Sagar	Sagar	Sagar	Sagar		
15	Shelar sagar kishor	S.K.Shelar	S.K.Shelar	S.K.Shelar	S.K.Shelar		
16	Padekar gaiyatri .r	Gaiyatri	Gaiyatri	Gaiyatri	Gaiyatri		
17	Sure Prasad sunil						
18	Tribhuwan shubham .b	T.S.b	T.S.b	T.S.b	T.S.b		
19	wage vaishnavi vijay	wage.v	wage.v	wage.v	wage.v		
20	Aher radhakrushna .s	Aher.R	Aher.R	Aher.R	Aher.R		

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short term course

2021-22

Personality development & study skills

Sr. no	name of student	4/5/22	5/5/22	6/5/22	7/5/22	Topic	Point
1	Avinash Naveen F	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>		
2	Aher rajmati shivaji	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	Interpersonal relation	5
3	Banker vrushali arun	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>		6
4	Bhadange dhammadip sanjay	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>		7
5	Buse sahil bhart	<u>B. Sahil</u>	<u>B. Sahil</u>	<u>B. Sahil</u>	<u>B. Sahil</u>		Topic
6	Dethe varsha vasant	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>		
7	Dhavale Deepak rahesh	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>		
8	Kankrale mansi shahebrao	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>		
9	Kadam tushar kantaram	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>		
10	Kasbe vinod rajendra	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>		
11	Lahare chaityanya babasheb	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>		
12	Mali komal nilkanth	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>		
13	Mishra anwasha sibasundar	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>		
14	Satidive sagar anil	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>		
15	Shelar sagar kishor	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>		
16	Padekar gaiyatri .r	<u>Gaiyatri</u>	<u>Gaiyatri</u>	<u>Gaiyatri</u>	<u>Gaiyatri</u>		
17	Sure Prasad sunil	<u>Sure</u>	<u>Sure</u>	<u>Sure</u>	<u>Sure</u>		
18	Tribhuwan shubham .b	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>		
19	wage vaishnavi vijay	<u>wage.v</u>	<u>wage.v</u>	<u>wage.v</u>	<u>wage.v</u>		
20	Aher radhakrushna .s	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>		

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short term course

2020-21

Personality development & study skills

Sr. no	name of student	9/5/22	10/5/22	11/5/22	11/5/22	Topic	Point
1	Avinash Naveen F	A	A	A	A		
2	Aher rajmati shivaji	Rajmati	Rajmati	Rajmati	Rajmati	Interpersonal relation	5
3	Banker vrushali arun	Banker	Banker	Banker	Banker		6
4	Bhadange dhammadip sanjay	AA	AA	AA	AA		7
	Buse sahil bhart	AA	AA	AA	AA		Topic
6	Dethe varsha vasant	Varsha	Varsha	Varsha	Varsha		
7	Dhavale Deepak rahesh	Dhavale	Dhavale	Dhavale	Dhavale		
8	Kankrale mansi shahebrao	Mansi	Mansi	Mansi	Mansi		
9	Kadam tushar kantaram	Tushar	Tushar	Tushar	Tushar		
10	Kasbe vinod rajendra	Vinod	Vinod	Vinod	Vinod		
11	Lahare chaityanya babasheb	C.B.L	C.B.L	C.B.L	C.B.L		
12	Mali komal nilkanth	Komal	Komal	Komal	Komal		
	Mishra anwasha sibasundar	Anwasha	Anwasha	Anwasha	Anwasha		
14	Satidive sagar anil	Sagar	Sagar	Sagar	Sagar		
15	Shelar sagar kishor	S.K.Shelar	S.K.Shelar	S.K.Shelar	S.K.Shelar		
16	Padekar gaiyatri .r	Gaiyatri	Gaiyatri	Gaiyatri	Gaiyatri		
17	Sure Prasad sunil	Sure	Sure	Sure	Sure		
18	Tribhuwan shubham .b	T.s.b	T.s.b	T.s.b	T.s.b		
19	wage vaishnavi vijay	wage.v	wage.v	wage.v	wage.v		
20	Aher radhakrushna .s	Aher.R	Aher.R	Aher.R	Aher.R		

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Personality development & study skills

Sr. no	name of student	12/5/22	13/5/22	14/5/22	17/5/22	Topic	Point
1	Avinash Naveen f	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>		
2	Aher rajmati shivaji	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	Interpersonal relation	5
3	Banker vrushali arun	<u>Bankar</u>	<u>Bankar</u>	<u>Bankar</u>	<u>Bankar</u>		6
4	Bhadange dhammadip sanjay	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>		7
	Buse sahil bhart	<u>B. sahil</u>	<u>B. sahil</u>	<u>B. sahil</u>	<u>B. sahil</u>		Topic
6	Dethe varsha vasant	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>		
7	Dhavale Deepak rahesh	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>		
8	Kankrale mansi shahebrao	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>		
9	Kadam tushar kantaram	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>		
10	Kasbe vinod rajendra	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>		
11	Lahare chaityanya babasheb	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>		
12	Mali komal nilkanth	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>		
	Mishra anwasha sibasundar	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>		
14	Satidive sagar anil	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>	<u>Sagar</u>		
15	Shelar sagar kishor	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>		
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18	Tribhuwan shubham .b	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>		
19	wage vaishnavi vijay	<u>Wage.V</u>	<u>Wage.V</u>	<u>Wage.V</u>	<u>Wage.V</u>		
20	Aher radhakrushna .s	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>		

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2020-21
Personality development & study skills

Sr. no	name of student	18/5/22	19/5/22	20/5/22	21/5/22	Topic	Point
1	Avinash Naveen f	<u>Af</u>	<u>Af</u>	<u>Af</u>	<u>Af</u>		
2	Aher rajmati shivaji	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	Interpersonal relation	5
3	Banker vrushali arun	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>		6
4	Bhadange dhammadip sanjay	<u>Bhadange</u>	<u>Bhadange</u>	<u>Bhadange</u>	<u>Bhadange</u>		7
5	Buse sahil bhart	<u>B. sahil</u>	<u>B. sahil</u>	<u>B. sahil</u>	<u>B. sahil</u>	Topic	
6	Dethe varsha vasant	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>		
7	Dhavale Deepak rahesh	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>	<u>Dhavale</u>		
8	Kankrale mansi shahebrao	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>		
9	Kadam tushar kantaram	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>		
10	Kasbe vinod rajendra	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>		
11	Lahare chaityanya babasheb	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>		
	Mali komal nilkanth	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>	<u>Komal</u>		
13	Mishra anwasha sibasundar	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>		
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15	Shelar sagar kishor	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>	<u>S.K. Shelar</u>		
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17	Sure Prasad sunil	<u>Sure</u>	<u>Sure</u>	<u>Sure</u>	<u>Sure</u>		
18	Tribhuwan shubham .b	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>	<u>T.S.B</u>		
19	wage vaishnavi vijay	<u>wage.v</u>	<u>wage.v</u>	<u>wage.v</u>	<u>wage.v</u>		
20	Aher radhakrushna .s	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>	<u>Aher.R</u>		

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2020-21

Personality development & study skills

Sr. no	name of student	23/5/22	24/5/22	25/5/22	26/5/22	Topic	Point
1	Avinash Naveen F	<u>A</u>	<u>A</u>	<u>A</u>	<u>A</u>		
2	Aher rajmati shivaji	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	<u>Rajmati</u>	Interpersonal relation	5
3	Banker vrushali arun	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>	<u>Banker</u>		6
4	Bhadange dhammadip sanjay	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>	<u>Bhammadip</u>		7
	Buse sahil bhart	<u>B. Sahil</u>	<u>B. Sahil</u>	<u>B. Sahil</u>	<u>B. Sahil</u>		Topic
6	Dethe varsha vasant	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>	<u>Varsha</u>		
7	Dhavale Deepak rahesh	<u>Deepak</u>	<u>Deepak</u>	<u>Deepak</u>	<u>Deepak</u>		
8	Kankrale mansi shahebrao	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>	<u>Mansi</u>		
9	Kadam tushar kantaram	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>	<u>Tushar</u>		
10	Kasbe vinod rajendra	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>	<u>Vinod</u>		
11	Lahare chaityanya babasheb	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>	<u>C.B.L</u>		
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	Mishra anwasha sibasundar	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>	<u>Anwasha</u>		
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2020-21

Personality development & study skills

Sr. no	name of student	27/5/22	28/5/22	30/5/22	31/5/22	Topic	Point
1	Avinash Naveen F	A	A	A	A		
2	Aher rajmati shivaji	Rajmati	Rajmati	Rajmati	Rajmati	Interpersonal relation	5
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5	Buse sahil bhart	B.sahil	B.sahil	B.sahil	B.sahil		Topic
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7	Dhavale Deepak rahesh	Dhavale	Dhavale	Dhavale	Dhavale		
8	Kankrale mansi shahebrao	Mansi	Mansi	Mansi	Mansi		
9	Kadam tushar kantaram	T	T	T	T		
10	Kasbe vinod rajendra	Vinod	vinod	vinod	vinod		
11	Lahare chaityanya babasheb	C.B.L	C.B.L	C.B.L	C.B.L		
	Mali komal nilkanth	Komal	Komal	Komal	Komal		
13	Mishra anwasha sibasundar	Anwasha	Anwasha	Anwasha	Anwasha		
14	Satidive sagar anil	Sagar	Sagar	Sagar	Sagar		
15	Shelar sagar kishor	S.K.Shelar	S.K.Shelar	S.K.Shelar	S.K.Shelar		
16	Padekar gaiyatri .r	Gaiyatri	Gaiyatri	Gaiyatri	Gaiyatri		
17	Sure Prasad sunil	Sure	Sure	Sure	Sure		
18	Tribhuwan shubham .b	T.s.b	T.S.b	T.S.b	T.S.b		
19	wage vaishnavi vijay	wage.v	wage.v	wage.v	wage.v		
20	Aher radhakrushna .s	Aher.R	Aher.R	Aher.R	Aher.R		

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Shri Sadguru Gangageer Maharaj science, Gautam arts and Sanjivani
commerce college Kopargaon .

Department of psychology

2021-2022

Questions paper

Multiple Choice Questions on Personality Development

1. Communication helps officials to ____ the employees.

- A. Eliminate
- B. motivate
- C. Threaten
- D. apprise

Ans: B

2. ____ means checking whether the earlier stages of reading were followed promptly or not.

- A. Survey
- B. Question
- C. Read
- D. Review

Ans: D

3. The document that is used to communicate within the organization is called ____.

- A. letter
- B. memo
- C. e-mail
- D. telex

Ans: B

4. Identify the adverb in the sentence, 'I work more on the product development side.'

- A. I
- B. work
- C. More
- D. the

Ans: A



- B. dialogic listening
- C. systematic listening
- D. critical listening

Ans: D

6. Identify the polite method of beginning a business letter

- A. We are forced to refuse
- B. We demand to know from you
- C. We find it difficult to believe
- D. We appreciate your prompt reply

Ans: D

7. Pick the pronoun from the sentence; 'She was quite good looking'

- A. She
- B. Was
- C. Quite
- D. Good looking

Ans: A

8. The subject in the job application is written ____

- A. before the salutation
- B. after the salutation
- C. before the complimentary close
- D. after the complimentary close

Ans: B

9. ____ should be provided in a resume only on request

- A. Telephone number
- B. Reference
- C. Educational qualification
- D. Work experience

Ans: A

10. ____ is a document that can be used as an evident in legal cases.

- A. Notice
- B. Minutes of a meeting
- C. Agenda
- D. Memo

Ans: A

11. ____ is a document that can be used as an evident in legal cases.

- A. Notice
- B. Minutes of a meeting
- C. Agenda
- D. Memo

Ans: A

12. Identify the type of sentence: The boy climbed up to the top of the tower.

- A. Simple
- B. Compound



- C. Complex
- D. Superlative

Ans: A

13. Rain has ____ right through the coat. If you can't ____ your dog from biting the milkman, you must lock him up.

- a. Penetrated, restrain
- b. Ex asperation, kernal
- c. Cut, amazement
- d. None of the above

Ans. (a)

14. Important kinds of workers are –

- a. Growers, diggers
- b. Makers, movers
- c. Both a & b
- d. All of the above

Ans. (c) & (d) both

15. David living stone worked as a ____ in a cotton mill when he was only ten years old. He did not receive any formal education and was his own ____.

- a. Doctor, labourer
- b. Labourer, teacher
- c. Explorer, labourer
- d. Teacher, doctor

Ans. (b)

13. Rain has ____ right through the coat. If you can't ____ your dog from biting the milkman, you must lock him up.

- a. Penetrated, restrain
- b. Ex asperation, kernal
- c. Cut, amazement
- d. None of the above

Ans. (a)

14. Important kinds of workers are –

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15. David living stone worked as a ____ in a cotton mill when he was only ten years old. He did not receive any formal education and was his own ____.

- a. Doctor, labourer
- b. Labourer, teacher
- c. Explorer, labourer
- d. Teacher, doctor

Ans. (b)



16. ____ involves processing and reconstructing the data, but ____ is letting the sounds beat your eardrums.
- a. Listening, hearing
 - b. Hearing, listening
 - c. Casual listening, focused listening
 - d. None of the above

Ans. (a)

17. The ____ and ____ is also helpful for the listener to understand the meaning.
- a. Tone, behavior
 - b. Pitch, tone
 - c. Tone, attitude
 - d. Tone, intensity

Ans. (b)

18. Using lecturers, handouts we acquire information from ____ and by using tutorials, conversations etc. we acquire information through ____.

- a. Tutors, fellow learners
- b. Other sources, tutors
- c. Students, tutors
- d. None of the above

Ans. (a)

19. Identify the advantages of writing –

- a. The speaker himself did not have to be present in order to communicate
- b. The knowledge of one generation could be accumulated and passed on to the next
- c. Both a & b
- d. We can represent, what we want

Ans. (c)

20. The general categories of communications are –

- a. Speech, writing
- b. Printing
- c. Electronic communication
- d. All of the above

Ans. (d)

21. ____ means no external, unnecessary details have to be included, while ____ means all the significant and important details should be included.

- a. Accurate, complete
- b. Orderly, clear
- c. Accurate, clear
- d. Clear, complete

Ans. (a)

22. Common kinds of narrative skills are –

- a. How to do something



- b. How something works
 - c. Both a & b
 - d. Arrange the information properly
- Ans. (c)

23. In English the same "You" is used for addressing ____ and ____.
- a. Youngers, elders
 - b. Elders, equals
 - c. Elders. Olders
 - d. None of the above
- Ans. (b)

24. We have to utter the sentences in ____ and pay attention to the ____ of the language spoken.
- a. Appropriate manner, fluency
 - b. Appropriate context, cultural aspect
 - c. Social aspect, appropriate context
 - d. All of the above
- Ans. (b)

25. Select appropriate articles to fill in the blanks
Is there ____ irrefutable, permanent, and absolute happiness? Or better, what makes people happy? ____ good bank account, a good cook, and good digestion said, Jean Jacques Rousseau.
- A. a; an
 - B. an; the
 - C. an; a
 - D. an; an

26. Pick out the most appropriate polite response to the given questions
- i) How do you do?
 - ii) How are you?
- A. i) How do you do? ii) Fine, thanks, and you?
 - B. i) Hi there! ii) Thank you, well.
 - C. i) Fine. ii) I have a cold
 - D. i) I don't know ii) Not fine.

27. Identify the semantic markers among the following:
- i) let's take for example
 - ii) Advises
 - iii) Foremost
 - iv) Could
- A. Only i and ii
 - B. Only ii and iii
 - C. Only ii and iv
 - D. Only i and iii

28. Fill in the blanks
AdSync: Good morning, ____ for calling 'AdSync.' ____ I help you Customer: Is my order ready?

AdSync: ____ you read out your bill number, please? Customer: Oh, its ADJ – 02329

AdSync: Could you ____ the line for a moment madam? let me check it for you

- A. i) Thank you ii) May iii) Could iv) hold
- B. i) may ii) hold iii) thank you iv) could
- C. i) hold ii) How iii) would iv) disconnect
- D. i) please ii) can iii) can iv) hold

29. We communicate orally in two ways: ____ and ____

- a) telephonic conversation; non verbal communication
- b) verbal communication; face-to-face communication
- c) face-to-face communication; telephonic conversation
- d) verbal communication; nonverbal communication

Ans: C

30. If staff in an organization is suspected of major misconduct, the organization may issue a ____ which will mention the ____ against the staff concerned and ask for a written explanation

- a. notice, information
- b. memo, praise
- c. show cause notice, allegations
- d. letter, punishment

Ans: C

31. Unclear assumptions in communication can lead to ____ and ____

- a) premature evaluation, poor listening
- b) information overload, selective perception
- c) lack of planning, physical barriers
- d) confusions, misunderstanding

Ans: D

32. A resume needs conceptualization of your ____ and ____ all into one document.

- a) objectives; experiences
- b) projects; skills
- c) accomplishments; experiences
- d) skills; aims

Ans: C

33. A press story is ____ news story, written in ____ person that seeks to demonstrate to an editor or reporter the newsworthiness of a particular person, event, service, or product.

- (a) false; first
- (b) pseudo; third
- (c) real; second
- (d) original; third

Ans: B

34. Complete the following sentences

- (1) You can turn off the television. I ____ (watch) it.
- (2) I saw Sarika yesterday. She ____ (drive) her new car.
- (a) am watching, was driving

- (b) have watched, drove
- (c) am not watching, was driving
- (d) watch, drive

Ans: C

35. ____ describes all forms of human ____ that are not verbal

- a) hap tics, conversation
- b) Para language, communication
- c) prosody, connection
- d) gestures, communication

Ans: B

36. ____ refers to different and numerous steps in the ____.

- a) receiver's attitude, medium
- b) transmission journey, message
- c) channel, process of communication
- d) semantic distortion, message

Ans: C

37. In ____ listening, the listener has a purpose of not only empathizing with the ____ but also using this deep connection in order to help the speaker understand, change or develop in some way.

- a) dialogic, leaner
- b) empathetic, reader
- c) appreciate, listener
- d) therapeutic, speaker

Ans: D

38. The most crucial part of the ____ process is thinking of converting to ____ what one hears.

- a) reading; understanding
- b) speaking; meaning
- c) hearing; interpreting
- d) listening; meaning

Ans: D

39. As a means of communication, e-mails have features of the immediacy of both ____ and ____.

- a. reading, receiving
- b. writing, sending
- c. calling, receiving
- d. receiving, sending

Ans: D

Q40. Unclarified assumptions in communication can lead to ____ and ____.

- a. premature evaluation, poor listening
- b. lack of planning, physical barriers
- c. information overload, selective perception
- d. confusion, misunderstanding

Ans: D

Q41. The most crucial part of the ____ process is thinking or converting to ____ what one hears.

- a. reading, understanding
- b. speaking, meaning
- c. hearing, interpreting
- d. listening, meaning

Ans: D

42. Language of a memo should be ____ and ____ to understand.

- a. indirect, personal
- b. direct, concise
- c. lucid, easy
- d. concise, difficult

Ans: C

43. In letter writing, ____ indicates to the reader of the letter what the ____ is about.

- a. salutation, letter
- b. subject, notice
- c. body, memo
- d. subject, letter

Ans: D

44. While using overhead projectors, you can reveal information line by line by using an ____ sheet to cover the ____.

- a. opaque, flip chart
- b. translucent, transparency
- c. transparent, slide
- d. opaque, transparency

Ans: D

45. ____ is sent to a specific group of people whereas ____ may be meant for the general public.

- a. notice, memo
- b. memo, circular
- c. notice, circular
- d. circular, notice

Ans: D

46. The problem with proofreading is that you will have to be good at ____ and ____.

- a. spelling, punctuation
- b. pronunciation, spelling
- c. punctuation, pronunciation
- d. Paraphrasing, spelling

Ans: A

47. The semantic markers used to express time relationship are:

- a. next, after
- b. after, consequently
- c. hence, to summarize

d. while, because

Ans: A

48. In comprehension listening, to comprehend the ____, one requires a lexicon of ____ and all rules of ____ and ____ by which one can understand what others are saying.

- (a) words, syntax, meaning, grammar
- (b) Grammar, syntax, words, meanings
- (c) word, meaning, syntax, grammar
- (d) meaning, words, grammar, syntax.

Ans: D

49. While listening it is important to the right environment because it will help the ____ focus on what he is ____ and avoids ____.

- (a) chance, reader, reading, distribution
- (b) choice, speaker, speaking, disturbance
- (c) choose, listener, listening, distraction
- (d) change, writer, writing, discrimination

Ans: C

50. While communication with the ____, ____ phrases and ____ have to be used in their ____ contexts.

- (a) customers, polite, expressions, appropriate
- (b) relatives, harsh, gestures, inappropriate
- (c) subordinates, impolite, impressions, true
- (d) audience, rude, dialogues, actual

Ans: A



Practice Quiz for Personality Development

No. of Questions= 12

INSTRUCTIONS: To answer a question, click the button in front of your choice. A response will appear in the window below the question to let you know if you are correct. Be sure to read the feedback. It is designed to help you learn the material. You can also learn by reading the feedback for incorrect answers.

1. _____ is the complex of mental characteristics that makes each of us unique from other people.

- a) heredity
- b) emotional tone
- c) personality

2. Our personalities developed as a result of _____.

- a) genetic inheritance
- b) environmental influences
- c) both of the above

3. Which of the following things can have an effect on the development of an individual's personality?

- a) physical and mental capabilities
- b) health and physical appearance
- c) skin color, gender, and sexual orientation
- d) all of the above

4. In China, children are usually taught to _____.



- a) think and act independently of other family members
- b) be self-reliant rather than dependent on other family members
- c) think and act as a member of their family and to suppress their own wishes when they are in conflict with the needs of the family
- d) a and b
- e) none of the above

5. Outside of the Western World,

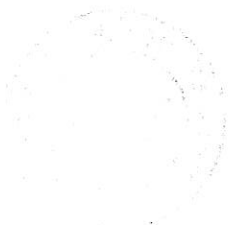
- a) boys are socialized essentially the same as girls
- b) girls are rarely encouraged to learn how to do domestic chores
- c) children who do not follow traditional gender patterns in play and other activities are rarely labeled as marginal or deviant
- d) none of the above

6. Which of the following statements is true?

- a) Ruth Benedict argued that national personality types do not exist.
- b) We often share personality traits with others, especially members of our own family and community.
- c) The term modal personality refers to the personality traits shared by all members of a society.
- d) b and c

7. Largely as a result of fieldwork in the South Pacific, Margaret Mead came to the conclusion that

- a) masculine and feminine personality traits are genetically inherited
- b) culture, rather than genetic inheritance, makes women nurturing towards children and passive in response to men
- c) Samoan culture is puritanical in that it rigidly segregates boys and girls as they are growing up and forbids them to talk about sex.



- d) b and c

8. The most common personality type within a society is _____.

- a) a tradition-oriented personality
 b) an inner-directed personality type
 c) the modal personality

9. David Riesman proposed that there are three common types of modal personality. Which of the following is one of them?

- a) a Christian personality
 b) an indigenous personality
 c) a cosmopolitan personality
 d) none of the above

10. An individual's actions are most likely to be strongly controlled by conscience if they have a(n) _____ type of personality?

- a) inner-directed personality
 b) other-directed personality
 c) neither of the above

11. Advocates of David Riesman's concept of modal personalities suggest that the tradition-oriented personality is most common in _____ societies.

- a) small-scale
 b) culturally diverse large-scale

- c) all types of societies
- d) no types of societies

12. Which of the following statements is true concerning personality?

- a) People have either a tradition-oriented, inner-directed, or other-directed personality--no one has a combination of traits of these different modal personalities.
- b) Other-directed personalities are likely to be common in culturally diverse large-scale societies.
- c) neither of the above statements is true

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रयत शिक्षण संस्थेचे

श्री सद्गुरु गंगागीर महाराज सायन्स गौतम आर्ट्स अँड संजीवनी कॉमर्स कॉलेज,

कोपरगाव

दि. ०६/०६ /२०२२

अहवाल

महाविद्यालयातील शैक्षणिक वर्ष २०२१-२२मध्ये मानसशास्त्र विभागामार्फत चालवण्यात येणा-या शोर्ट टर्म कोर्स यामध्ये विविध अभ्यासक्रमाच्या माध्यमातून विविध गोष्टीचे मार्गदर्शन क्षमता केले जाते.आपण त्याचबरोबर व्यक्तिमत्वविकास कसा.इतरांशी बोलताना आपले व्यक्तिमत्व कसे असावे. बोलीभाषेवर प्रभुत्व कसे असावे. यासंदर्भात अभ्यासक्रम शिकवण्यात आले. यासाठी २० विद्यार्थ्यांनी भाग घेतला. या कोर्ससाठी विद्यार्थ्यांनी उत्स्फूर्तपणे सहभागी झाले. त्यामध्ये काही विद्यार्थ्यांनी कोर्स संबधात अभिप्राय दिला या कोर्सच्या माध्यमातून प्रमाणपत्र विद्यार्थ्यांना देण्यात आले. याचा उपयोग विद्यार्थ्यांना भविष्यकाळामध्ये होईल.तसेच त्यांचा मानसशास्त्र या विषयात गोडी निर्माण झाली. पुढे या विषयात शिक्षण घेण्याची इच्छा दर्शवली. आपले व्यक्तिमत्व कसे असावे. त्याच बरोबर त्यांचा व्यक्तिगत विकास होण्यासाठी मानसशास्त्र या विषयाचा उपयोग होईल आज समाजाला मानसिक त्रासातून बाहेर काढण्यासाठी मानसशास्त्राचे लोक काम करत आहे आज समाजाला मानसशास्त्राचे लोक हवे आहे त्यामुळे या विषयात नवीन संधी आहे .



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