

**BEGE- 145**

**B. A GENERAL  
(BAG)**

**ASSIGNMENT  
( For July,2024 and January, 2025 Session)**

**(BEGE-145)  
Soft Skills**



**School of Humanities  
Indira Gandhi National Open University  
Maidan Garhi, New Delhi-110068**

**ASSIGNMENT  
For  
SOFT SKILLS  
(BEGE-145)**

**Programme: BAG/2024-25  
Course Code: BEGE- 145**

Dear Student,

You are required to do one assignment for the course in English titled *Soft Skills* Code BEGE-145, which will be a Tutor Marked Assignment (TMA) and carries 100 marks. Each assignment covers the entire course.

**Aims:** This TMA is concerned mainly with assessing your application and understanding of the course material. You are not required to reproduce chunks of information from the course material but to apply the information you have acquired during the course of study. This assignment aims to teach as well as to assess your performance. Please ensure that you read all the units of the course. Do make points as you go along. If there is anything you do not understand, please ask the Counsellors at your Study Centre for clarification. Once you are able to do the assignment satisfactorily, you will be ready to take the Term-end exam with confidence.

**Instructions:** Before attempting the assignment, please read the following instructions carefully.

1. Read the detailed instructions about the assignment given in the Programme Guide.
2. Write your Enrolment Number, Name, Full Address and Date on the top right corner of the first page of your response sheet(s).
3. Write the Course Title, Assignment Number and the Name of the Study Centre you are attached to, in the centre of the first page of your response sheet(s).

The top of the first page of your response sheet should look like this:

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**ENROLMENT NO.....**  
**NAME.....**  
**ADDRESS.....**  
**COURSE TITLE:.....**  
**ASSIGNMENT NO:.....**  
**STUDY CENTRE:.....DATE: .....**

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4. Use only A4 paper size for your assignment and tag all the pages carefully.
5. Write the relevant question number with each answer.
6. You should write the answer in your own handwriting.
7. **Submission:** The completed assignment should be sent to the Coordinator of the Study Centre allotted to you by **30<sup>th</sup> September (for December Exam) and 31<sup>st</sup> March (for June Exam) or the dates given on the IGNOU website.** Please read the instructions given in your Programme Guide.

Now read the following guidelines carefully before answering the questions.

### **GUIDELINES FOR TMAs**

You will find it useful to keep the following points in mind:

1. **Planning:** Read the questions carefully. Go through the points on which they are based. Make some points regarding each question and then rearrange these in a logical order. And please write the answers in your own words. Do not reproduce passages from the units.
2. **Oganisation:** Be a little more selective and analytic before drawing up a rough outline of your answer. In an essay-type question, give adequate attention to your introduction and conclusion. The introduction must offer your brief interpretation of the question and how you propose to develop it. The conclusion must summarize your response to the question. In the course of your answer, you may like to make references to other texts or books as this will add some depth to your analysis.

**Make sure that your answer:**

- (a) is logical and coherent;
  - (b) has clear connections between sentences and paragraphs;
  - (c) is written correctly giving adequate consideration to your expression, style and presentation;
  - (d) does not exceed the number of words indicated in the question.
3. **Presentation:** Once you are satisfied with your answers, you can write down the final version for submission, writing each answer neatly and underlining the points you wish to emphasize.

***Note: Remember that you must submit your assignments before you can appear for the Term End Exams. Please remember to keep a copy of your completed assignment, just in case the one you submitted is lost in transit.***

***Good luck with your work!***

**BEGE-145**  
**ASSIGNMENT: SOFT SKILLS**

**Programme: BAG/2024-2025**  
**Course Code: BEGE-145**  
**Total Marks: 100**

**Attempt all questions. All questions carry equal marks.**

Q1 Read the following passage carefully and answer the questions given below it.

India is currently in a favorable position to harness the benefits of a demographic dividend, an opportunity that arises when a country's working-age population (15–64 years) is larger than its dependent population. This phase offers a unique potential for economic growth as a significant portion of the population can contribute productively to the economy, leading to higher savings, investment, and, ultimately, accelerated development. However, the demographic dividend is not an automatic advantage; it requires strategic investment in education, healthcare, and employment generation to transform this population into a skilled and healthy workforce.

Education is one of the foremost areas that requires attention. With nearly half of India's population under 25, there is an urgent need to equip youth with skills that match market demands. Investments in vocational training, digital literacy, and STEM (Science, Technology, Engineering, and Mathematics) education will enable India's youth to participate in high-growth sectors, such as technology, manufacturing, and services. Moreover, a focus on innovation and research is essential to cultivate an environment that promotes entrepreneurship, thereby creating more job opportunities.

Healthcare is another critical area. A healthy workforce is a productive workforce, and hence, access to quality healthcare services is crucial. Addressing challenges such as malnutrition, maternal health, and communicable diseases can reduce healthcare burdens and increase workforce productivity.

Also, creating job opportunities is vital. India needs to generate millions of jobs annually to absorb its growing workforce. This can be achieved by promoting sectors like manufacturing and digital services and supporting small and medium-sized enterprises (SMEs), which are often significant employment drivers.

One may argue that the demographic dividend presents India with an extraordinary economic opportunity. However, the key to unlocking this potential lies in effective policy planning, targeted investments, and fostering an inclusive economic environment. If properly managed, India's young and dynamic population could propel the nation toward rapid economic development, potentially transforming it into a global powerhouse.

**Questions:**

(5x2=10)

1. What is the demographic dividend, and why is it significant for India?
2. Explain the role of education in realizing the demographic dividend for India.
3. How does healthcare impact the potential of a productive workforce?
4. Why is job creation essential in leveraging India's demographic dividend?
5. What could be the potential outcome if India successfully harnesses its demographic dividend?

Q1 b) Pick out words from the passage which mean the same as the following: (5 x 1 = 5)

- i. Potential
- ii. Increased
- iii. Urgent
- iv. Productive
- v. Crucial

Q1c) What have you learnt in the passage above about demographic dividend? (5)

Q2 Write short notes on any two of the following: (2 x 10 =20)

- i. Define personality with a focus on blind spots? Give examples.
- ii. Major aspects of people management skills?
- iii. How do we enhance teamwork?
- iv. How to develop a problem solving aptitude?

Q3 a) Here are the answers to some questions. What are the questions? (5 x 1 =5)

- i. When \_\_\_\_\_?  
I started learning French two years ago.
- ii. Who \_\_\_\_\_?  
My first French teacher was Ms. Sapna.
- iii. How long \_\_\_\_\_?  
I practiced French for about an hour every day.
- iv. Why \_\_\_\_\_?  
I wanted to learn French to travel more easily in France.
- v. Have you \_\_\_\_\_?  
Yes, I have taken an advanced French language exam.

Q3 b) Complete the following passage with either the present perfect or past simple tense of the verbs in brackets. (10)

In recent years, the role of technology in education \_\_\_\_\_ (transform) significantly, reshaping how students learn and teachers instruct. With the advent of digital platforms, many institutions \_\_\_\_\_ (adopt) online learning methods to supplement traditional classroom teaching. This shift \_\_\_\_\_ (begin) a few decades ago but \_\_\_\_\_ (accelerate) due to the COVID-19 pandemic.

E-learning platforms \_\_\_\_\_ (gain) popularity worldwide, allowing students to access knowledge from anywhere, at any time. While some schools initially \_\_\_\_\_ (hesitate) to embrace this technology, most now see its benefits in making education more accessible. Teachers \_\_\_\_\_ (adapt) to new tools and methodologies to engage students virtually, and many students \_\_\_\_\_ (discover) a preference for this flexible learning approach.

Also, digital tools \_\_\_\_\_ (open) up new ways for teachers to track student progress and personalize instruction, leading to better learning outcomes. As technology continues to evolve,

educators \_\_\_\_\_ (find) innovative ways to integrate it into their curriculum, ensuring that learning remains engaging and relevant in a rapidly changing world.

Q3 c) Complete these sentences with the correct comparative or superlative form of the adjectives in Brackets. (5 x 1=5)

- i. Email is often considered a \_\_\_\_\_ (convenient) method of communication than traditional mail.
- ii. Social media platforms today are \_\_\_\_\_ (popular) than they were a decade ago.
- iii. Among all the devices, smartphones are the \_\_\_\_\_ (useful) for staying connected on the go.
- iv. Video streaming services are becoming \_\_\_\_\_ (affordable) each year.
- v. Out of all communication methods, face-to-face interaction is still considered the \_\_\_\_\_ (effective) for building relationships.

Q4 Write a report of Youth Festival organised in your institution. Describe the following details: (20)

- i. The event timeline
- ii. Major activities organised
- iii. Response of the public
- iv. Your contribution to the event

Q5 Write a dialogue between two friends talking about using technology to further the educational outcomes. (20)