

MCS–214  
MASTER OF COMPUTER APPLICATIONS (NEW)  
(MCAOL)

PROFESSIONAL SKILLS AND ETHICS

Time : Three Hours

Maximum Marks : 100

- Note : i) Answer all the Sections as instructed.  
ii) Paper consists of 3 Sections (Sections–A, B and C).  
iii) Answer any five from Section A.  
iv) Answer any five from Section B.  
v) Answer any two from Section C.

Section–A (Short Answer Type Questions) (5×4=20)

Read the passage and answer the questions that follow:

Education technology, or EdTech for short, refers to the use of technology to enhance and support teaching and learning. The integration of technology into education has transformed the way we learn and teach, and has enabled students to access educational resources and materials anytime and anywhere.

One of the key benefits of EdTech is its ability to provide students with personalized learning experiences. With the help of adaptive learning technologies, educators can create tailored learning experiences that cater to the unique needs and learning styles of each individual student. This can help

students to better engage with the material, retain more information, and achieve better academic outcomes.

Another key benefit of EdTech is its ability to foster collaboration and communication between students and teachers. With the use of online tools and platforms, students can communicate with their teachers and peers in real-time, and collaborate on projects and assignments from different locations. This can help to improve teamwork skills and promote a more inclusive learning environment.

In addition to these benefits, EdTech can also help to address some of the challenges that traditional education systems face. For example, EdTech can help to bridge the digital divide by providing students with access to technology and digital resources, regardless of their socio-economic background. It can also help to address teacher shortages by enabling educators to reach a wider audience and teach more students at once.

However, despite the many benefits of EdTech, there are also some challenges that need to be addressed. One of the main challenges is ensuring that the technology is accessible and affordable for all students and schools. Another challenge is ensuring that the technology is used in a responsible and ethical manner, and that it does not undermine the role of teachers or devalue the importance of face-to-face interactions in the learning process.

In conclusion, EdTech has the potential to revolutionize education and transform the way we teach and learn. By leveraging the power of technology, educators

can create more engaging, personalized, and effective learning experiences that benefit students of all ages and backgrounds. However, it is important to ensure that the technology is used in a responsible and ethical manner, and that it does not undermine the value of traditional teaching methods and interactions.

Questions (Do any five): (1-7)

1. What is EdTech and how has it transformed education?
2. What are the benefits of EdTech, and how can it help to address some of the challenges that traditional education systems face?
3. What are some of the challenges associated with the use of EdTech in education, and how can they be addressed?
4. How can EdTech be used in a responsible and ethical manner?
5. What is the potential impact of EdTech on the future of education?
6. Suggest an appropriate title to the passage.
7. How do you feel that EdTech has changed our understanding completely?

Section-B (Medium Length Answer Type Questions) ( $5 \times 10 = 50$ )

8. Discuss different types of communication.
9. Explain the barriers to communication.
10. Elaborate on the significance of listening.
11. List the major steps in writing reports.
12. List important points in organising a meeting.
13. Discuss the role of pronunciation during an interview.

14. Discuss the four essentials of collaboration and co-operation.

Section–C (Long Answer Type Questions) (2×15=30)

15. Write an extended note on ‘How to be successful in group discussion’.

16. Write a letter to your colleague in the organisation about your idea of flexible office hour and how can the management be persuaded to adopt that.

17. ‘Any presentation at the workplace requires special preparation.’ Discuss.