

**EFFICACY OF TRAINING PROGRAMME IN IMPROVING ENGINEERING
STUDENTS' COMMUNICATION SKILLS, LEADERSHIP SKILLS
AND MANAGING STRESS IN RELATION TO CAMPUS RECRUITMENT**

QUESTIONNAIRE

This booklet contains a profile page and set of Questionnaires. The purpose of this set of questionnaires is to collect information for Research Purpose only. All information collected will be kept confidential and shall not be used for any other purpose

PERSONAL INFORMATION

1. Name (optional) :
2. Gender : Male Female
3. Age :
4. Discipline / Branch : IT/CSE/ECE/EEE/EIEMECH/AERO/AUTO
5. Year : I / II / III / IV
6. Religion : Hindu/ Christian/Muslim/others
7. Community : OC/BC/OBC/MBC/SC/ST
8. Nativity : Urban/Semi-Urban / Rural/Semi-Rural
9. Parental Education : Father :
Mother:
10. Parental Occupation : Father :
Mother:
11. Type of family : Joint/Nuclear
12. No. of training Programmes attended :
13. Medium of Study in 12TH Standard / Diploma :

I - COMMUNICATIONS SKILLS SURVEY

Direction:

The purpose of administering this test is to gain a better understanding of the characteristics of a good communicator while gaining insights into his/her own communication skills. Please read each statement and mark a “TICK” (✓) the column provided.

SA - Strongly Agree

A - Agree

UN- Undecided

DA - Disagree

SDA - Strongly Disagree

S. No	STATEMENT	SA	A	UN	DA	SDA
1	When responding, I try to use specific details or examples.					
2	I tend to talk more than others.					
3	If the other person seems not to understand me, I try to speak more slowly and more distinctly					
4	I tend to forget that some words have many meanings.					
5	When i give feedback, I respond to the facts and keep the feelings out of it					
6	I am not embarrassed by periods of silence when I am talking to someone.					
7	I concentrate hard to avoid distracting non – verbal cues.					
8	Listening and hearing are the same things.					
9	I make sure the person wants feedback before I give it.					
10	I avoid saying “Good”, “Go On”, etc. while the other person is speaking					
11	I try to delay giving feedback so I can have more time to think it through					
12	I enjoy using slang and quaint local expressions.					
13	My feedback focuses on how the other person causes my ideas.					
14	Body language is important for speakers, not listeners.					
15	I use technical jargon only when talking to experts.					
16	When someone is wrong, I make sure he/she knows it.					
17	I try to express my ideas in general, overall terms.					
18	When I am listening, I try not to be evaluated.					

III - Leadership Questionnaire

Directions: - The following questions are related to the characteristics of a leader. Please read each statement and mark your answer in the column provided.

A=Always
B=often,

C=Occasionally
D=Seldom

E=never

Sl. No	STATEMENT	Ans
1	I would most likely act as the spokesperson of the group.	
2	I would encourage overtime work.	
3	I would allow members complete freedom in their work.	
4	I would encourage the use of uniform procedures.	
5	I would permit the members to use their own judgment in solving problems.	
6	I would stress being ahead of competing groups.	
7	I would speak as a representative of the group.	
8	I would needle members for greater effort.	
9	I would try out my ideas in the group.	
10	I would let the members do their work the way they think is best.	
11	I would be working hard for a promotion.	
12	I would be able to tolerate postponement and uncertainty.	
13	I would speak for the group when visitors were present.	
14	I would keep the work moving at a rapid pace.	
15	I would turn the members loose on a job and let them go to it.	
16	I would settle conflicts when they occur in the group.	
17	I would have swamped by details.	
18	I would represent the group at outside meetings.	
19	I would be reluctant to allow the members freedom of action.	
20	I would decide what shall be done and hoe it shall be done.	
21	I would push for increased production.	
22	I would let some members have authority which I could keep.	
23	Things would usually turn out as I predict.	
24	I would allow the group a highly degree of initiative.	
25	I would assign group members to a particular task.	
26	I would be willing to make changes.	
27	I would ask the members to work harder.	
28	I would trust the group members to exercise good judgment.	
29	I would schedule the work to be done.	
30	I would refuse to explain my actions.	
31	I would persuade others that my ideas are to their advantage.	
32	I would permit the group to set its own pace.	
33	I would urge the group to beat its previous record.	
34	I would act without consulting the group.	
35	I would ask that group members to allow standard rules and regulations.	

III - STRESS SYMPTOMS CHECK-LIST

Directions: Presented below are common problems which may be stress related. Please mark the frequency with which you have experienced each of these problems during the past 2 months.

S.No	Items	Not at all	Occasionally	Sometimes	Frequently	Always
1	Sleep Difficulty	0	1	2	3	4
2	Fatigue(Physical)	0	1	2	3	4
3	Overeating	0	1	2	3	4
4	Constipation	0	1	2	3	4
5	Lower back pain	0	1	2	3	4
6	Allergy problems	0	1	2	3	4
7	High blood pressure	0	1	2	3	4
8	Low grade infections	0	1	2	3	4
9	Stomach indigestion	0	1	2	3	4
10	Dermatitis/Skin Disease	0	1	2	3	4
11	Eye Strain	0	1	2	3	4
12	Nausea or vomiting	0	1	2	3	4
13	Migraine head aches	0	1	2	3	4
14	Loss of appetite	0	1	2	3	4
15	Diarrhea	0	1	2	3	4
16	Ache in neck & Shoulder muscles	0	1	2	3	4
17	Asthma Attack	0	1	2	3	4
18	Arthritis	0	1	2	3	4
19	Common Flu or cold	0	1	2	3	4
20	Minor Accidents	0	1	2	3	4
21	Ulcer (Stomach, peptic)	0	1	2	3	4
22	Cold in hands or feet	0	1	2	3	4
23	Heart palpitations	0	1	2	3	4
24	Sexual Problems	0	1	2	3	4
25	Skipping meals	0	1	2	3	4
26	Tension Headaches	0	1	2	3	4
27	Feeling of Nervousness	0	1	2	3	4
28	Nightmares	0	1	2	3	4
29	Use of alcohol drugs	0	1	2	3	4
30	Worrisome Thoughts	0	1	2	3	4
31	Irritability	0	1	2	3	4
32	Early morning wakening	0	1	2	3	4
33	Feeling of depression	0	1	2	3	4
34	Getting angry easily	0	1	2	3	4
35	Feeling of Confusion	0	1	2	3	4
36	Feeling inadequate	0	1	2	3	4
37	Difficulty in Concentration	0	1	2	3	4
38	Poor Decision Making	0	1	2	3	4
39	Difficulty in remembering	0	1	2	3	4
40	Feeling of isolation	0	1	2	3	4