



FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA
SCHOOL OF INFORMATION AND COMMUNICATION TECHNOLOGY
DEPARTMENT OF INFORMATION AND MEDIA TECHNOLOGY

FIRST SEMESTER 2019/2020 EXAMINATION

COURSE CODE: CIT 516
COURSE TITLE: Professional Communication and Personal Growth Laboratory
CREDIT UNITS: 2
TIME ALLOWED: 2 hours
COURSE LECTURER(S): Dr. I. O. ALABI
NUMBER OF QUESTIONS: 5
NUMBER OF PAGES: 3 (INCLUDING THIS PAGE)

INSTRUCTIONS

• Answer ANY FOUR questions

- Do **not** use red pen
- Please use a clear handwriting
- This exam is closed book, closed notes, closed laptop and closed cell phone
- Please use non-programmable calculators only



1. a) Define Emotional Intelligence (EI). (3 marks)
b) State any FIVE emotions one can assume. (5 marks)
c) What is the Key to Emotional intelligence? (2 marks)
d) Write briefly on Positive thinking. (5 marks)
2. a) Describe Time management and explain any THREE objectives of Time management.
b) Explain any FIVE characteristics of Time.
c) What are the strategy to gain mastery of Time (15 marks)
3. a) Define Brainstorming. (2 marks)
b) List the types of Brainstorming techniques you know. (5 marks)
c) Explain any TWO Brainstorming techniques. (8 marks)
4. a) Define the words "Patience" and "Emotion" (4 marks)
b) Express any similarity or disparities between the words. (5 marks)
c) State the antonym of the two words in a) (2 marks)
d) Identify TWO feelings each that can trigger these antonym characters. (4 marks)
5. a) Define a Presentation. (5 marks)
b) What are the essentials of a good presentation? (5 marks)
c) What are the things that can distort presentations? (5 marks)