

Self Management Skills

1	<p>Ruhaan and Rohini were discussing about stress in life. Ruhaan believes that stress always leads to reduction in productivity and psychosomatic disorders. Rohini is of the view that stress, if managed well, can lead to improvement in immunity. Choose the correct inference:</p> <p>a. Ruhaan's statement is right, Rohini's statement is wrong b. Ruhaan's statement is wrong, Rohini's statement is right c. Both Ruhaan and Rohini's statements are right d. Both Ruhaan and Rohini's statements are wrong</p>
	b. Ruhaan's statement is wrong, Rohini's statement is right
2	<p>Stress generated by peer pressure fall in which category?</p> <p>a. Financial b. Physical c. Social d. Mental</p>
	c. Social
3	<p>Which of the following factor enhances one's ability to work independently?</p> <p>a. Self-regulation b. Unpunctual c. Inactive d. Distraction</p>
	a. Self-regulation
4	<p>Managing stress is about making</p> <p>a. A plan to visit Psychologist b. A plan to develop emotional stability c. A plan to be able to cope effectively with daily pressures d. A plan to fun trip</p>
	c. A plan to be able to cope effectively with daily pressures
5	<p>In ABC of stress management, A stands for</p> <p>a. Adversity b. Adaptability c. Adventure d. Appeal</p>
	a. Adversity
6	<p>What is the first step to manage the stress?</p> <p>a. Identify what is causing you the stress b. Apply stress management method c. Inform others that you are stressed d. Be aware that you are stressed</p>
	d. Be aware that you are stressed
7	Expand SMART.
	Specific, Measurable, Achievable, Realistic and Timely
8	<p>" Instead of feeling upset over a scoring less in a test, try to maintain a positive attitude and look at ways to improve the next time" is an example of,</p> <p>a. Positivity b. Time Management c. Sleep d. Healthy Diet</p>
	a. Positivity
9	<p>Ravi works hard to get the best student award at the end of the year. What type of motivation is this?</p> <p>a. internal b. external c. Both internal & external d. no motivation</p>
	a. internal
10	<p>If a person is under stress for a prolonged period of time, it can cause _____.</p> <p>a. Health problems b. Mental troubles c. Family problems d. All of the above</p>

	b. Mental troubles
11	<p>When do you not feel stress?</p> <p>a. you are too close to the exams but feel unprepared</p> <p>b. you are worried about what people would think of you if you don't dress well</p> <p>c. you are worried about what people would think of you if you cannot speak confidently</p> <p>d. You learnt to fight with the fear.</p>
	d. You learnt to fight with the fear.
12	<p>Time management is a skill that</p> <p>a. Create stress</p> <p>b. Create Anxiety</p> <p>c. Helps you to submit homework and assignments on time</p> <p>d. Create impatient</p>
	c. Helps you to submit homework and assignments on time
13	<p>What are the ABC of Stress Management?</p> <p>a. Avertible, Belief, Consequences</p> <p>b. Adversarial, Being, Control</p> <p>c. Adversity, Belief, Consequences</p> <p>d. Adversity, Belief, Control</p>
	c. Adversity, Belief, Consequences
14	<p>Rahul is a young boy who was fond of playing Hockey and wanted to become a Hockey player. He joined a Hockey academy and came regularly to practice but never made it to the team. For four days, the boy didn't come for practice. The matches had begun and his team was playing the finals. He came for the finals. He went up to the coach and pleaded him to let him play for the match. The coach had never seen the boy plead like this before. The Game started and the boy played like a ball on fire. Every time he got the ball, he shot a goal. Needless to say, he was the star of the game and his team won. What type of motivation did the boy demonstrate?</p> <p>a. External</p> <p>b. Internal</p> <p>c. Both internal and external</p> <p>d. Not any specific type of motivation</p>
	b. Internal
15	<p>_____ is a practice where an individual is supposed to focus his/her mind on a particular object, thought or activity to achieve a calm mental state reducing stress.</p> <p>_____ is a practice where an individual is</p> <p>a. Enjoying</p> <p>b. Meditation</p> <p>c. Physical exercise</p> <p>d. Going on vacations with family and friends</p>
	b. Meditation
16	<p>Which of the following is an effect of negative stress?</p> <p>a. Increase in productivity</p> <p>b. Good mental health</p> <p>c. Psychosomatic disorders</p> <p>d. Emotional stability</p>
	c. Psychosomatic disorders
17	<p>Ability to work independently can be enhanced by</p> <p>a. Negative stress</p> <p>b. Low positivity</p> <p>c. Self-motivation</p> <p>d. Supervision</p>
	c. Self-motivation

18	_____ individuals have an inner urge to do something, achieve their goals without any external pressure. It is a life skill and must be necessarily developed. a. Self-motivated b. Self-aware c. Self-regulated d. Self-Control
	a. Self-motivated
19	Stress is the mental stage, which symptom may not reflect stress? a. irritation b. impatience c. self-awareness d. loneliness
	c. self-awareness
20	It refers to focusing human efforts for maintaining a healthy body and mind capable of better withstanding stressful situations. a. Stress Management b. Exercise Management c. Fitness Management d. Personality management
	a. Stress Management
21	Ability to work independently cannot be enhanced by being a. self-aware b. self-motivated c. self-regulated d. self-reliant
	d. self-reliant
22	Which of the following characteristics helps an individual to inculcate discipline that further helps him/her in consistent efforts to move towards goal? a. Self-awareness b. Self-regulation c. Self-motivation d. Independence
	b. Self-regulation
23	Having conscious knowledge of your own self, capabilities, feelings and one's character is called as _____. a. self-Awareness b. Self-Motivation c. Self-Regulation d. Self-Assessment
	a. self-Awareness
24	It is an ability to regulate one's own emotions when necessary and help others to do the same. a. Harnessing emotions b. Emotional awareness c. Managing emotions d. Understanding emotions
	c. Managing emotions
25	Which of the following is NOT a physical sign of stress? a. Dry mouth b. Guilt c. Fatigue d. Cold hands
	b. Guilt
26	In "ABC" of stress management, "A-Adversity stands for _____". a. The stressful event b. The way you respond to the event c. Actions and outcomes of the event d. Have a joyful life
	a. The stressful event
27	Psychometric disorder is caused due to a. Positive stress b. negative stress c, low positivity d. financial stability
	b. negative stress
28	Which of the below is not a step of Effective Time Management? a. Organize b. Prioritize c. Control d. Remember

	d. Remember
29	_____ is not a step for effective time management: a. Priorities b. Control c. Track d. Postponing things
	d. Postponing things
30	Yoga is practiced to achieve control of _____. a. Muscles b. Bones c. Mind d. Body and mind
	d. Body and mind
31	By applying your knowledge of SMART method to set goals, the given statements will be covered under which heading? "I want to lose 10 kg someday." "I want to lose 10kg in the next 6 months" a. Specific b. Achievable c. Time bound d. Measurement
	c. Time bound
32	"High expectations from self can leave one with chronic anxiety and stress, thus leading to stress". Which kind of stress can be depicted by above statement? a. Physical b. Emotional c. Mental d. Financial
	c. Mental
	2 or 4 Mark questions
1	Give any two examples where small amount of stress is helpful.
Ans.	Two examples where small amount of stress is helpful are: 1. A fire alarm is intended to cause stress that alerts you to avoid danger. 2. The stress created by a deadline to finish a paper can motivate you to finish it on time.
2	Write the effects of stress on our life.
Ans	It can harm our emotional and physical health, and limit our ability to function well at home, in school and within our relationships.
3	What are the benefits of stress management?
Ans	Stress management can help you to • have a joyful life. • focus and complete tasks on time. • be a happy person as you are stress free. • be more energetic and spend quality time with your friends and family.
4	Write four sign/symptoms of stress.
Ans	<ul style="list-style-type: none"> ● Headache ● Sleeplessness ● Sadness ● Excessive worrying ● Nervousness
5	What do you mean by emotional intelligence? Which skills does it include?
Ans	Emotional intelligence is the ability to identify and manage one's own emotions, as well as the emotions of others.

	It is generally said to include at least three skills: • Emotional awareness: the ability to identify and name one’s own emotions. • Harnessing emotions: the ability to harness and apply emotions to tasks like thinking and problem solving. • Managing emotions: the ability to regulate one’s own emotions when necessary and help others to do the same.						
6	Write four qualities of those person who work independently.						
Ans	Four qualities are: 1. They are self-aware, self-monitored and self-correcting. 2. They take the initiative rather than being told what to do. 3. They have the ability to learn continuously. 4. They recognize their own mistakes.						
7	Write three steps to manage emotional intelligence.						
Ans	Three steps to manage emotional intelligence are : 1 Understand your emotions: Observe your behavior and then work on the things you need to improve. 2. Rationalize: Do not take decisions abruptly; be rational in your thinking. 3. Practice: Do meditation and yoga to keep yourself calm.						
8	What do you mean by Self-awareness?						
Ans	Self-awareness means knowing your inner strengths, hidden talents, skills and even weaknesses.						
9	Differentiate between interests and abilities.						
Ans	<table><tr><td>Interests</td><td>Abilities</td></tr><tr><td>Things that you like to do in your free time that make you happy.</td><td>An acquired or natural capacity</td></tr><tr><td>Things you are curious to do even if no one asked you to do it.</td><td>Enable you to perform a particular task with proficiency</td></tr></table>	Interests	Abilities	Things that you like to do in your free time that make you happy.	An acquired or natural capacity	Things you are curious to do even if no one asked you to do it.	Enable you to perform a particular task with proficiency
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Things you are curious to do even if no one asked you to do it.	Enable you to perform a particular task with proficiency						
10	Write four qualities of self-motivated people.						
Ans	1 They know what they want from life. 2. They are focused. 3. They know what is important for them. 4. They are dedicated to fulfill their dreams.						
11	Identify the steps for managing stress.						

Ans	<h2>Three Steps to Manage Stress</h2> <div> <div> Step 1: Be aware that you are stressed </div> <div> Look out for signs of stress, such as headache, sleeplessness, sadness, excessive worrying, nervousness, etc. Only when we are aware, we can manage stress. </div> </div> <div> <div> Step 2: Identify what is causing you stress </div> <div> Find out the reason for your stress. Is it because of exams, family pressures, money issues, not eating good food, etc.? </div> </div> <div> <div> Step 3: Apply stress management methods </div> <div> Use time management tools to manage your time well. Focus on the important tasks and get them done. Talk to someone close about the issue. Take time to relax by exercising, watching movie or any other activity which can help feel relaxed. </div> </div>
12	Explain how to identify your strengths and overcome your weaknesses.
Ans	<p>Finding Strengths (or abilities)</p> <ul style="list-style-type: none"> • Think of anything that you are always successful at. • Think about what others like in you. • Take out time and think about what you do well. <p>Finding Weaknesses</p> <ul style="list-style-type: none"> • Point out the areas where you struggle and the things you find difficult to do. • Look at the feedback others usually give you. • Be open to feedback and accept your weaknesses without feeling low about it. Take it as an area of improvement.
13	How do you find your strengths and weaknesses?
Ans	<p>Once find you find answers to the questions given here, you find your strengths and weaknesses.</p> <ul style="list-style-type: none"> • How am I different from others? • What do I do better than others? • What do other people admire in me? • What makes me stand out? • Where do I worry and struggles? • Where, how and why do others perform better than me? • What advice for improvement do I often receive from others?
14	What are the types of motivation?
Ans	<p>Internal Motivation: LOVE</p> <p>We do things because they make us happy, healthy and feel good.</p>

	<p>For example, when you perform on your annual day function and you learn something new, such as dancing, singing, etc., you feel good.</p> <p>External Motivation: REWARD</p> <p>We do things because they give us respect, recognition and appreciation. For example, Suresh participated in a 100m race and won a prize. This motivated him to go for practice every morning.</p>
15	List the steps to build self-motivation.
Ans	<p>Find out your strengths: Identify your likes and dislikes. Understand what makes you happy. For example, I love cooking.</p> <p>Set and focus on your goals: Define the goals you want to achieve and focus all your energy to achieve your goal. For example, I want to be a chef.</p> <p>Develop a plan to achieve your goals: Plan and set timelines to achieve your goals, Plan a list of activities that you will do to achieve each goal. For example, after schooling, you may be required to appear for a competitive examination to join Hotel Management Institute.</p> <p>Stay loyal to your goals: Work towards achieving your goal, even when you are facing difficult time. For example, even though I did not clear the Hotel Management entrance exam, I will find out other ways to become a chef.</p>
16	Identify the benefits of 'Goal Setting.'
Ans	