**Self-Management Skills**

**A. Multiple Choice Questions:**

1. Which of the following is not a self-management skill?

(a) Problem solving

(b) Bargaining

(c) Understanding self

(d) Confidence building

2. Grooming is a term associated with

(a) time management

(b) problem solving

(c) neat and clean appearance

(d) self-management

3. What steps should one take to build confidence?

(a) Set goals in life

(b) Appreciate oneself for all the achievements

(c) Always think positively

(d) Talk to people who are confident

4. Which of the following is a quality of a self-confident

person?

(a) Patient

(b) Compassionate

(c) Committed

(d) Passionate

5. What is the best way to start our day positively?

(a) Think about all that can go wrong.

(b) Think about the difficult test you will face during the day.

(c) Think about all your accomplishment so far and feel good about it.

(d) Think about the traffic on the road and feel stressed.

6. Rahul gets feedback on his project work from his class teacher. Which of these options demonstrates positive

attitude in this situation?

(a) Rahul ignores the feedback.

(b) Rahul takes the feedback but does not use it.

(c) Rahul tells others that the teacher is wrong.

(d) Rahul learns from the feedback and makes his project work better.

7. What can you do to get rid of negative thoughts or feelings?

(a) Meditate to calm down and feel positive.

(b) Ignore them and move on in life.

(c) Act based on the negative thoughts or feelings.

(d) Talk to a friend and share all your negative feelings

8. Do you think people living in hill stations can skip taking a bath for many days?

(a) No, irrespective of the climate, one should take a bath regularly.

(b) Yes, not taking bath for many days is acceptable for people staying in cold climate.

(c) Yes, if they wipe themselves with a wet cloth, then it is fine.

(d) None of the above

9. Radha wants to grow her hair and she applies a lot of hair oil. She does not wash her hair for days and sometimes it smells bad too. What would be your suggestion to her?

(a) She can leave the oil in her hair, after all it helps her hair to grow.

(b) She can leave it on at night and wash her hair every day before leaving home.

(c) She should not apply the oil at all.

(d) She can apply the oil and pour a little water on her hair before leaving home to reduce the smell.

10 Dressing and grooming are important because they

help us to look\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(a) smart

(b) untidy

(c) shabby

(d) All of the above

11. The following image is an example of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

shirt.

(a) informal

(b) formal

(c) Both of the above

(d) None of the above

12. The following image is an example of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

T-shirt.

(a) informal

(b) formal

(c) Both of the above

(d) None of the above

**B. Answer the following questions:**

Q1: What are Self-Management skills? Describe the importance of self- management?

Q2: Define:

1. Self Awareness
2. Self- Control
3. Self- Confidence
4. Problem Solving
5. Self-motivation
6. Personal Hygiene and Grooming
7. Positive thinking
8. Team Work
9. Time Management
10. Goal Setting

Q3: Write a short note on the factors influencing self-management?

Q4: What do you mean by strength and weakness?

Q5: How interest is different from ability?

Q6: What are the qualities of self-confident people?

Q7: How can you build self confidence?

Q8: List the benefits of positive attitude?

Q9: Identify the ways in which you can develop positive attitude?

Q10: List the benefits of personal hygiene?

Q11: list the habits you need to avoid to maintain good hygiene?

Q12:List three things you will do for personal grooming in each of CARE, WASH and AVOID to keep clean?

Q13: What is grooming? What are the benefits of personal grooming?