



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION COUNCIL
(TVET CDACC)**

Qualification : Level 4

Unit of Competency : Demonstrate Employability Skills.

ASSESSOR'S GUIDE WRITTEN ASSESSMENT

INSTRUCTIONS TO ASSESSOR

- i. The candidate has **TWO (2) hours** to attempt all the questions.
- ii. Marks for each question are indicated in brackets ()
- iii. This paper consists of **TWO (2)** sections: A and B
- iv. The candidate is required to provide their responses in the answers booklet.

SECTION A: (10 Marks)

In this section, each correct answer is 1 mark.

1. Identify one benefits of having a positive self-image.
 - A. Poor social relationship
 - B. Denial
 - C. Self-acceptance**
 - D. Low self-esteem
2. Emotional intelligence is characterized by?
 - A. Proficient in problem solving
 - B. Better interpersonal relationship**
 - C. High abstract thinking capacity
 - D. Good sense of humour
3. What is the meaning of S in the SMART method of goal setting?
 - A. Special
 - B. Smart
 - C. Specific**
 - D. Speed
4. Stress is a normal reaction the body has when changes occurs, which one of the following is a symptom of stress?
 - A. Increased concentration
 - B. Exhaustion**
 - C. High immune system
 - D. Relaxed
5. Which of the following method is used to measure goals?
 - A. Class
 - B. First
 - C. SMART**
 - D. Rate
6. Which one of the following is the ability to plan and control how you spend the hours of a day well and do all you wanted to do?