GUJARAT TECHNOLOGICAL UNIVERSITY BE - SEMESTER- 1st / 2nd • EXAMINATION – SUMMER 2013

Subject Code: 110002 Date: 07-06-2013 Subject Name: Communication Skills			
Time: 02:30 pm – 05:00 pm Total Marks: 70 Instructions:			0
Q.1	1. A 2. M 3. F (a) Exp	ttempt any five questions. Iake suitable assumptions wherever necessary. igures to the right indicate full marks. plain the characteristics of language. scuss the levels of communication.	4 5
Q.2	(a) Giv (b) Exp	hat is noise? Elaborate interpersonal barriers. we some tips for effective listening. plain any one mode of delivery for presentation. ite guidelines to make effective use of visual aids.	5 4 5 5
Q.3	(b) Dis(c) Wh	ite a note on the types of questions generally asked in an interview. scuss various types of interviews. hich are the evaluation components for a group discussion as a part ection process?	4 5 of a 5
Q.4	pro (b) Wr	hat is a technical proposal? Make a list of the components of a technoposal. posal. ite a paragraph on any one : (1) Pollution (2) Internet (3) Importance of Engliborate the techniques for paragraph development.	
Q.5	(b) As Ah Con cor in c	list the purposes of reading. a Purchase Manager of Shreya Computers, 11- Kalyan Chambers, M.G. R medabad, write a complaint letter to the Sales Manager of Hindu mputers Limited, 140 M.G. Road, Banglore asking for repair, replacement mpensation as five out of fifty computers of your last consignment are rece damaged condition.	istan nt or ived
Q. 6	 (a) Wr (b) Wh (c) Dreaming range 	scuss any two techniques for good reading comprehension. ite a note on the characteristics of a good report. hat is a technical description? Explain the steps for describing an object. esswala Garments wants to open a new branch in Surat for all age groups, ging from formals to casuals. As a Sales Manager of the company, prepare ort on the set-up of the new showroom.	5 4 5 5 a
Q.7	(a) Yochr(b) Do	u are an engineer serving various companies for ten years. Prepare a conological resume for yourself. as directed :	5 5
	2. 1 3. 1 4. 1 5. 1 (c) Use und	The teacher, along with her students,the experiment. (start, starts Your applicationyet. (not + receive) If you work systematically, you will not face troubles. (Use 'Unless') I go to collegefoot. (Use a preposition) e the following words in the sentences so that meaning of each can be derstood clearly: Pray – Prey 2. Sight – Site 3. Bat – Bat 4. Band - Band) 4
	1. 1 2. 1 3. 1 4. 1 5. 1 (c) Use und	Think positive. (Change the voice) The teacher, along with her students,the experiment. (start, starts Your applicationyet. (not + receive) If you work systematically, you will not face troubles. (Use 'Unless') I go to collegefoot. (Use a preposition) the the following words in the sentences so that meaning of each can be derstood clearly:)