Seat No.:	Enrolment No.
Seal INU	EHIOHIEHUNO.

GUJARAT TECHNOLOGICAL UNIVERSITY

M. E. - SEMESTER - I • EXAMINATION - WINTER 2012

	Subject code: 710001N Date: 07-01-2013	
	et Name: Communication and Research Skills	
	02.30 pm – 05.00 pm Total Marks: 70 uctions:	
111511	1. Attempt all questions.	
	2. Make suitable assumptions wherever necessary.	
	3. Figures to the right indicate full marks.	
O(1/a)	Define communication process with the help of schematic representation and	07
Q.1 (a)	Define communication process with the help of schematic representation and explain the flow of communication.	07
(b)	<u>*</u>	07
Q.2 (a)) Write Short Notes:(Any Two)	07
Q.2 (a)	(i) Oculesics	07
	(ii) Impromptu	
	(iii) Negative attitude	
(b)	Define Group Discussion and describe GD as a part of selection process. OR	07
(b)		07
	Send resume to Manager, Human Resource, Exclusive Software, 520, North Main	
	Street, Kolkata. (with covering letter)	
Q.3 (a)	Discuss the objective, types and formats of Technical Report.	07
(b)	· · · · · · · · · · · · · · · · · · ·	07
	you had ordered two dozens Personal Computers from Hindustan Computers Limited	
	(HCL), 140 M.G. Road, Banglore-500001. When the consignment arrived, you found	
	some of the pieces in damaged conditions. Write a complaint letter to the sales	
	Manager of the company asking for repair, replacement or compensation OR	
Q.3 (a)	Discuss the objective, types and formats of Technical Proposal.	07
(b)	Explain the central components of Paragraph and write the techniques for Paragraph	07
	Development.	
Q.4 (a)	The manager of Work well Industries Limited, Delhi is concerned about the effects	07
Q (w)	of the prolonged use of computers on software professional of the company. You, as	0.
	the Personnel Manager, have been asked to study the impact on their mantel and	
	physical health and suggest measures to minimize the problem. Prepare a memo	
(h)	report for the same.	07
(b)	As the purchase Manager of a company, draft a enquiry which has to be sent in the form of an e-mail to three suppliers who have interested to supply spare parts .Invent	07
	necessary details.	
	OR	
Q.4 (a)	•	07
(L)	the installation and operation of the accessories.	07
(b)	Discuss traits of good listener.	07

Q.5 (a)	Write the characteristics of Research Paper and Dissertation	07
(b)	Write Short Notes:(Any Two)	07
	i) Sampling	
	ii) Type-I Error and Type-II Error	
	iii) Advantages & Disadvantages of Primary Data and Secondary Data.	
	iv) Footnotes	
	OR	
Q.5 (a)	Explain the steps of research process.	07
(b)	Discuss Literature review and Components of Research paper. ***********************************	07