Roll No: **Enrollment No:**

C U Shah College of Engineering & Technology, Wadhwan City

B.E. Semester-II (BM / EEE / Mech) Examination March-2009

Subject: Communication Skills

Date: 06/04/2009 Time: 3:00 to 4:30 p.m. Max. Marks:40

Instructions: 1) Attempt all questions.

2) Make suitable assumptions wherever necessary.

3) Figures to the right indicate full marks.

Que:1 (a) Correct the following sentences. (05)

i) My friend is studying in this college for three years.

ii) I always go to school by foot.

iii) Vivek as well as Vandita like Mathematics.

iv) Economics are very useful for engineers.

v) All of you are request to pay attention here.

Que:1 (b) Answer the followings. (Any TWO) (10)

i) Explain the various types of listening.

ii) Differentiate between General Communication & Technical Communication.

iii) Define: Abstract Noun, Preposition, Adjective, Interjection and Pronoun.

iv) What are the characteristics of a good paragraph?

Que:2 (a) Say whether the following statements are true or false. Give the reason for the same. (05)

i) Before communicating, it is not necessary to know the background of two parties.

ii) Without the help of media, one can send his message.

iii) All the ideas are not messages but all the messages are ideas.

iv) At least two parties must be there in communication.

v) Communication exists everywhere.

Que:2 (b) Answer the followings: (Any TWO) **(10)**

i) Write a paragraph in about 75 words using Simple Past Tense on **'The Unforgettable Dream I saw Last Night'**.

ii) What is communication? Explain the process of communication with the help of diagram.

iii) Explain the terms with examples:

a) Cohesion b) Topic Sentence

iv) Discuss the various levels of communication.

Que:3 Do as Directed: (Any Two) **(10)**

i) Construct a good paragraph using Inductive approach based on the following idea:

'Life is a mixture of tragicomedy'.

ii) Prepare a Resume with forwarding letter for **the post of a Manager** required in Kotak Mahindra Private Limited Company, Mumbai.

iii) What are the main barriers in effective listening? Explain.

iv) Form a new verb using different prepositions and make one meaningful sentence from it. One example is given for you.

e. g. **Get (v) – get on, get in, get out** etc.

now, form new verbs as above shown using the following.

1) Put 2) Look

v) What is Body Language? State the importance of it in Verbal Communication.

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