

Roll No.

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Total No. of Pages : 02

Total No. of Questions : 18

BAMT (Sem.-2)
COMMUNICATION SKILLS
Subject Code : AMT-201
M.Code : 14009

Time : 3 Hrs.

Max. Marks : 60

INSTRUCTIONS TO CANDIDATES :

1. SECTION-A is COMPULSORY consisting of TEN questions carrying TWO marks each.
2. SECTION-B contains FIVE questions carrying FIVE marks each and students have to attempt any FOUR questions.
3. SECTION-C contains THREE questions carrying TEN marks each and students have to attempt any TWO questions.

SECTION-A

Write briefly :

1. Message
2. Channel
3. Decoding
4. Public speaking
5. Resume
6. Interview
7. Informal communication
8. Capability of audience
9. Consistency and continuity
10. Clarity

SECTION-B

11. Mention different barriers to communication?
12. Define effective communication.
13. List different kinds of reports.
14. Highlight the importance of grammar in written communication.
15. What are various encoding skills?

SECTION-C

16. Explain the process of preparing effective business managers.
17. Highlight the importance of 7C's of communication.
18. Write an application for a job as a communication executive and attach a resume with it.

NOTE : Disclosure of Identity by writing Mobile No. or Marking of passing request on any paper of Answer Sheet will lead to UMC against the Student.