

Roll No.

[illegible]

Total No. of Pages : 02

Total No. of Questions : 07

B.Sc.(CS) (Sem.-1)
COMMUNICATIVE ENGLISH-I

Subject Code : BCS-109

M.Code : 70886

Date of Examination : 24-01-23

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 **SIX** questions carrying **TEN** marks each and a student has to attempt any **FOUR** questions.

SECTION-A

1. Answer briefly :

- a. Define Sentence
- b. Business Communication
- c. Creative Writing
- d. One-way model of communication
- e. Tender
- f. Listening vs Hearing
- g. Proxemics
- h. Requisites of E-mail writing
- i. Presentation skills.
- j. Tender
- k. Report writing

SECTION-B

2. What is Communication? Explain in detail the process and types of Communication.
3. Describe the importance of right body language while delivering presentation. Also highlight the importance of good presentation skills in professional skills.
4. Write a job application letter for the post of Data analyst along with your CV.
5. How is listening important for a worker? What are various barriers to listening? Suggest some activities to improve listening skill.
6. What is Non-verbal Communication? Discuss in detail the importance of non-verbal communication as a leader.
7. Write a biography of your favourite personality from IT sector.

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