

Seat No.: _____

Enrolment No. _____

GUJARAT TECHNOLOGICAL UNIVERSITY
MCA Integrated - SEMESTER- I • EXAMINATION – SUMMER 2017

Subject Code: 4410605

Date: 08/06/2017

Subject Name: Communication Skills-1

Time: 10:30 am – 01:00 pm

Total Marks: 70

Instructions:

1. Attempt all questions.
2. Make suitable assumptions wherever necessary.
3. Figures to the right indicate full marks.

- Q.1 (A) Fill in the blanks with appropriate option. 07**
1. I _____ to him last night. (speak, spoke)
 2. We _____ a tiger five years ago. (see, saw)
 3. We pine _____ what is not there. (on, for)
 4. Don't worry; we are prepared _____ anything. (on, for)
 5. The jury _____ decided to hear the case at an early date. (did, has)
 6. I am not feeling hungry, I _____ taken heavy breakfast. (has, have)
 7. We must abstain _____ bad habits. (from, for)
- (B) List and explain the paralinguistic features of non-verbal communication. 07**
- Q.2 (A) What are the key features of a good paragraph? Explain each with example 07**
- (B) How can you reduce stage fright? 07**
- OR**
- (B) Write short notes on each of the following. 07**
- i) IPL Cricket Match ii) Facial Expression
- Q.3 (A) What do you mean by body language? Explain important elements of body language 07**
- (B) What are barriers to communication? Explain each in brief 07**
- OR**
- Q.3 (A) List all the barriers to effective listening. Explain any five. 07**
- (B) What are the major differences between hearing and listening? How is listening important for a professional? 07**
- Q.4 (A) Explain the different types of passages for reading comprehension. 07**
- (B) Discuss the fundamentals of effective presentations. 07**
- OR**
- Q.4 (A) What is reading? Explain types of reading. 07**
- (B) What are the major difference between efficient readers and inefficient readers? Discuss and substantiate. 07**
- Q.5 (A) What are the useful tips in note making? 07**
- (B) Write down essay in about 300 words on Clean India. 07**
- OR**
- Q.5 (A) Write a short note on Proxemics. 07**
- (B) Write down essay in about 300 words on demonetization. 07**
