

Seat Number

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BP 105 T

Communication Skills
(711105)

14-18



P. Pages : 1

Time : One & Half Hours

Max. Marks : 85

Instructions to Candidates :

1. Do not write anything on question paper except Seat No.
2. Graph or diagram should be drawn with the black ink pen being used for writing paper or black HB pencil.
3. Students should note, no supplement will be provided.
4. All questions are compulsory.
5. Figures to the right hand side indicate full marks.

1. Answer **any one** of the following questions.

- i) Describe in detail barriers of communication. How will you eliminate barriers of communication. **10**
- ii) Why interview process is so important? Explain important factors responsible for good interview.

2. Answer **any five** of the following questions. **25**

- i) Write a note on group discussion, its merits and demerits.
- ii) What are the factors affecting perspectives of communication?
- iii) Explain in detail: Whole process of communication.
- iv) What are listening skills? What is its importance?
- v) What is non verbal communication? Add a note on Body Language.
- vi) How will you write effectively?
- vii) Give detailed account of communication styles.
