

PARUL UNIVERSITY
FACULTY OF MANAGEMENT
BBA Summer 2018 - 19 Examination

Semester: 2
Subject Code: 06193156
Subject Name: Communication Skills

Date: 22/04/2019
Time: 10.30am To 1.00pm
Total Marks: 60

Instructions

1. All questions are compulsory.
2. Figures to the right indicate full marks.
3. Make suitable assumptions wherever necessary.
4. Start new question on new page.

Q.1 Do as Directed.**A). Multiple choice type questions. (Each of 1 mark) (05)**

1. The success of any team depends to a larger extent on it's in a group discussion.

a) panel	c) member
b) outsider	d) leader
2. Which type of listening may create confusion in the mind of speaker about the true intention of listener?

a) Active listening	c) Passive listening
b) Voice modulation	d) Paradox listening
3. Write the Synonym of the word 'Deride'

a) stimulant	c) inspire
b) aspire	d) mock
4. Write the Antonym of the word 'Heretic'

a) secularist	c) religious
b) frightful	d) boring
5. Write One word substitute of 'A nation engaged in war'

a) Belligerent	c) Forgery
b) Polygamy	d) Vacillation

B). Define the following. (Each of 1 mark) (05)

1. Oral communication skills
2. Kinesics
3. Group Discussion
4. Passive listening
5. Decoding

C). Direct questions. (Each of 1 mark) (05)

1. List out the Psychological Barriers of communication.
2. Mention two qualities of a good listener.
3. What is difference between Debate and Group Discussion?
4. What is Non-verbal Communication?
5. Which are the four major areas of evaluation in selection of Group Discussion?

Q.2 Answer the following questions.**A). Write in detail Definition and Process of communication (07)****B). Write in detail Types of Communication (08)****Q.3 Answer the following questions.****A). What is Active and Passive listening? Discuss techniques to improve Listening Skills (07)****B). What is Group Discussion? Discuss in detail the four major areas of evaluation of group discussion (08)****Q.4 Attempt any two questions. (Each of 7.5 mark) (15)**

1. Write in detail about the following Business Entrepreneurs : Mukesh Ambani and Bill Gates

2. Write an Application to your Principal asking for leave on the Occasion of your Sister's Wedding. Mention necessary details.
3. Write an Article for your College Magazine on "IMPORTANCE OF EDUCATION IN SOCIETY".
4. Compare and contrast on any one of the topic: Job v/s Business, What do you prefer?
OR
Playing games online v/s outdoor games, What do you prefer?