



MBX-0030491001

Seat No. _____

B. Sc. / M. Sc. (Applied Physi.) (Sem. I) (CBCS)

Examination

December – 2016

Foundation Course : Communication Skills

Time : $2\frac{1}{2}$ Hours]

[Total Marks : 70

- 1 Attempt any seven from the following : 14
- (1) A message is a byproduct of _____ in the mind.
 - (2) The sender uses _____ to express his ideas in the process of communication.
 - (3) Healthy communication must proceed with the help of discussions and not _____.
 - (4) Your _____ of what is right and what is wrong may be different from your Peers.
 - (5) Communis is derived from _____ language.
 - (6) In the process of getting information, one should concentrate and should avoid _____.
 - (7) _____ must be encoded in a message form, keeping the requirements of the audience in mind.
 - (8) An inactive recipient of data or information is called _____ listener.
 - (9) The process by which the receiver confirms the message and comprehends the message of the sender is called _____.
 - (10) Encoding is the process in which _____.
- 2 (a) Define Communication and draw the process of communication. 4
- (b) Discuss how Sender and Receiver are important in process of communication. 5
- (c) How medium/channel affects the process of Communication? 5

OR

- 2 (a) Define Oral and Written Communication. 4
 (b) Write the dis-advantages of Verbal Communication. 5
 (c) Write advantages of Non Verbal Communication 5

- 3 (a) What is listening and explain Focused listening. 4
 (b) Define Concord and explain subject/predicate and Complex sentence types with examples. 5
 (c) Explain in brief barriers of effective listening. 5

OR

- 3 (a) Discuss in brief Body language. 4
 (b) Write a note on Organizational Barrier. 5
 (c) Why does environment become a barrier in communication? 5

- 4 (a) Write a note on Comprehensive and Attentive listening. 4
 (b) Discuss in brief Tele communication and Mass Communication. 5
 (c) What is syntax? Discus Sentence types in Syntax with examples. 5

OR

- 4 (a) Write a note on types of Meeting 4
 (b) Write a note on : Clarity and Consideration. 5
 (c) Explain Five Elements of Effective Writing 5

- 5 (a) Read the following passage and answer the questions given below :

Character is destiny. Character is that on which the destiny of a nation is built. One cannot have a great nation with men of small character. We must have young men and women who look upon others as the living image of themselves as our Shastras have so often declared. But whether in public life or student life, we cannot reach great heights, if we are lacking

in character. We can not climb the mountain when the ground at our feet is crumbling. When the very basis of our structure is shaky how can we reach the heights we have set before ourselves? We must all have humility. Here is a country which we are all interested in building up for whatever service we take up, we should not care for what we receive. We should know how much we can put into that service. That should be the principle which should animate our young men and women. Ours is a great country, we have had for centuries a great history. The whole of the East reflects our culture.

Questions :

- (1) What is the passage about?
- (2) What kind of young men and women must we have?
- (3) How can we reach the great heights we have set before ourselves?
- (4) Find two other words in the passage with similar meanings to :
 - (a) crumbling
 - (b) humility
- (5) Why is ours a great country?
- (6) Give suitable title to the passage.

- (b) Write a letter to Kiran Stores, Ahmedabad for ordering sunglasses for winter festival. 7

OR

- (b) Write a covering letter and prepare a resume for the post of Assistant Professor of Applied Physics in M.G. College, Raipur. 7