



NAV-007-001201

Seat No. _____

B. Sc. (Home Sci.) (Sem. II) (CBCS) Examination

March / April - 2017

Communication Skills (Foundation)

(Communication Skills & Computer Basics)

(Old Course)

Faculty Code : 007

Subject Code : 001201

Time : 2 Hours]

[Total Marks : 50

- Instructions :** (1) All questions carry equal marks.
(2) Figures to the right indicate maximum marks.

1 Write a detailed note on the importance of Communication. 10

OR

1 Explain 'Verbal Communication'. 10

2 Write an application for the post of a Laboratory Assistant. 10

OR

2 Prepare a personal resume as a qualified 'Home Science Teacher', for Higher Secondary Education. 10

3 Write a letter to your friend about your preparation as a job-seeker. 10

OR

3 Write an office memo to all the members of the staff announcing the change in office timings. 10

4 Write a paragraph on any woman whose incessant social-work brought a positive change in the society. 10

OR

- 4 Prepare a detailed report of your visit to a food industry in your city. **10**
- 5 Write short notes on any two of the following : **10**
- (a) Monitor
 - (b) Printer
 - (c) Central Processing Unit (CPU)
 - (d) RAM and ROM.
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