



PBJ-222222222222-A Seat No. _____

B. C. A. (Sem. I) (CBCS) (W.E.F. 2017) Examination
November / December - 2018
Scientific Technical Communication Skills

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

[Total Marks : 70

Instruction : Figures in the right side indicate marks.

- 1 What is communication ? Write a detailed note on the scope of communication. 14
- OR**
- 1 Discuss various types of communication and their limitations. 14
- 2 Discuss the basic principles of written communication. 14
- OR**
- 2 Write a note on the advantages and disadvantages of written communication. 14
- 3 Discuss disadvantages of oral communication. 14
- OR**
- 3 Write a detailed note on various styles of oral communication. 14
- 4 Write a detailed note on the process of listening. 14
- OR**
- 4 What is Proxemics ? Write a note on it. 14
- 5 (a) Write short note on any **one** of the following : 7
(1) Kinesics
(2) Paralanguage.
- (b) Write short note on any **one** of the following : 7
(1) Passive listening.
(2) Difference between Hearing and Listening.