



Seat No. _____

H-001-202-6001

B. S. W. (Sem. VI) (W.E.F. 2019) Examination

April - 2023

Communication Skills - 6

Faculty Code : 001

Subject Code : 202-6001

Time : $2\frac{1}{2}$ Hours / Total Marks : 70

1 Write a letter of order for the plastic products. Confirm the terms and condition for the payment. 14

OR

1 You have recently received the delivery of furniture. Some chairs are in damaged conditions. Write a letter of complaint and ask for the adjustment. 14

2 Prepare a press release on the nature camp organized by your college. 14

OR

2 Prepare a press release on a celebrity visit of your college. 14

3 Draft an advertisement for a newly launched car. 14

OR

3 Draft an advertisement for a wrist watch for man. 14

4 Study the following table of marks obtained by seven students in six different subjects in an examination. Answer the following questions : 14

Student	Subject					
	Maths	Chemistry	Physics	Geography	History	Computer Science
Bhavesh	90	50	90	60	70	80
Rudra	99	80	80	40	80	70
Chintan	90	60	70	70	92	70
Rushabh	80	65	80	80	60	60
Arun	80	65	85	95	50	90
Rushang	70	75	65	85	40	60
Gautam	65	35	50	77	80	80

- (1) In which subject did Rushabh obtain highest marks?
- (2) In which subject did Chintan obtain lowest marks?
- (3) In which subjects did Bhavesh obtain same marks?
- (4) Who obtained highest marks in Geography?
- (5) Who obtained lowest marks in Chemistry?
- (6) In which subjects did Rushang obtain more than 50 marks?
- (7) Who obtained highest marks in Maths?

OR

- 4** Write summary of the given passage. **14**

Teaching is the noblest of professions. A teacher has a sacred duty to perform. It is he on whom rests the responsibility of moulding the character of young children. Apart from developing their intellect, he can inculcate in them qualities of good citizenship, remaining neat and clean, talking decently and sitting properly. These virtues are not easy to be imbibed. Only he who himself leads a life of simplicity, purity and rigid discipline can successfully cultivate these habits in his pupils.

Besides a teacher always remain young. He may grow old in age, but not in spite. Perpetual contact with bidding youths keeps him happy and cheerful. There are moments when domestic worries weigh heavily on his mind, but the delightful company of innocent children makes him overcome his transient moods of despair.

- 5** Write short notes : (any **two**) **14**

- (1) Importance of business letters.
- (2) The different parts of business letters.
- (3) Tips for preparing effective advertisement.
- (4) Format of a press release.