



Seat No. _____

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B. S. W. (Sem.-V)
(W.E.F. 2019) Examination
May - 2023
Communication Skills-5

Faculty Code : 001
Subject Code : 2025001

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

- 1 Write a letter to the Health Officer of Municipal Corporation of your city complaining about the insanitary condition of your locality. **14**

OR

- 1 Write a letter to the Postmaster of your zone complaining about faulty delivery of your letter.
- 2 Draft a report on the celebration of Navaratri organized by your college. **14**

OR

- 2 Draft a report on the fire broke out at the factory.
- 3 What are the essential features to keep in mind while facing interview? **14**

OR

- 3 Explain various styles of conducting interview.
- 4 Draft a questionnaire on the survey of living condition of wokring women in your city. **14**

OR

4 Prepare a questionnaire on the survey of students participation in sports in the college.

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

(1) Advantages and disadvantages of email

(2) Advantages of fax

(3) Email

(4) Video conferencing
