

Roll No

HU-220 (CBCS)**B.E., III Semester**

Examination, December 2017

Choice Based Credit System (CBCS)**(Common to All Branches)****Communication Skills***Time : Three Hours**Maximum Marks : 60*

- Note:* i) Attempt any five questions.
 ii) All questions carry equal marks.
 iii) Attempt a and b of each chosen question.

1. a) Define "Communication" and discuss how it plays an important role in growth of an organization.
 b) Explain the process of communication with help of neat diagram.
2. a) Discuss barriers to communication.
 b) What are gestures and how they can be useful in communication? Also give examples of positive and negative gestures.
3. a) Discuss the importance of non-verbal communication.
 b) Discuss the role of kinesics in presentations and interviews.
4. a) Write short notes on Proxemics and Chronemics.
 b) "Body language reveals a lot about a person". Comment.

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5. a) What are semantic barriers? Explain.
 b) Distinguish between psychological and interpersonal barriers.
6. a) Explain the importance of audio visuals in oral presentations.
 b) List the levels of communication and discuss any two of them.
7. a) What is feedback? What role does it play in the process of communication?
 b) Write a short note on importance of communication skills at work place.
8. a) Discuss the four different space zones as given by Hall.
 b) Write a short note on personal appearance for a job interview.
