

Exam. Code : 107402

Subject Code : 1844

B.Sc. (Bio Technology) 2nd Semester
COMMUNICATION SKILLS IN ENGLISH-II
Paper—BT-7

Time Allowed—3 Hours] [Maximum Marks—35

Note :- **Eight** questions of equal marks have been set, **two** in each of **four** Sections (A-D). All the questions carry equal marks.

Candidates are required to attempt **five** questions in total choosing at least **one** question from each Section. The **fifth** question may be chosen from any Section.

SECTION—A

1. Write a note on 'Barriers to listening'. 7

OR

2. Write a note on 'Feedback skills'. 7

SECTION—B

3. Suppose an eminent scholar delivered a lecture on 'Importance of Exercise'. How would you 'Take Notes on This Lecture' ? 7

OR

4. Write a note on 'Attending telephone calls'. 7

SECTION—C

5. What are the components of a 'Meaningful Conversation' ? 7

OR

6. What are the 'Forms of polite speech' ? 7

SECTION—D

7. You want to take admission in a college and you have to get some information regarding the eligibility, admission test and other requirements. Write a conversation that took place between you and the concerned office staff of the college. 7

OR

8. What are the essentials of preparing for interviews ? 7